

BAXTER CITY COUNCIL MINUTES

Work Session

March 21, 2017

Mayor Darrel Olson called the Work Session to order at 6:15 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson, Council Members Quinn Nystrom, Steve Barrows, Todd Holman, and Mark Cross.

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: Community Development Director Josh Doty, Interim City Administrator Kelly Steele, Public Works Director Trevor Walter, Chief of Police Jim Exsted, and Finance Director Jeremy Vacinek.

MS4 PERMIT

WSN Consulting Engineer Laura Hagstrom reviewed the history of the MPCA General Permit requirements for the Storm Water Pollution Prevention Plan (SWPPP). The City of Baxter was designated a MS4 city in 2007 and was required to meet the 2008 General Permit requirements.

The general permit typically last for five years and in 2013 the permit was reissued with more stringent requirements. Ms. Hagstrom discussed the results of the recent internal audit conducted by WSN and the requirements needed to bring the City into permit compliance which includes an update to the Stormwater Ordinance, BMPs, creating new Standard Operating Procedures documents, inspection forms, enforcement procedures and forms, illicit discharge priority map, review and update checklists, inventory facilities and ponds/lakes/wetlands, and provide guidance on documenting and filing.

Ms. Hagstrom explained staff will need to complete pond, outfall, municipal facility, structural stormwater BMP, illicit discharge and construction site stormwater inspections, document all enforcement, inspections, education, and public participation, keep storm system map up to date and provide training to staff.

Public Works Director/City Engineer Walter reviewed the projects and maintenance that have been completed since 2013 to assist with cleanup of the waters of the State and future infrastructure projects.

Ms. Hagstrom stated the MPCA is targeting cities that have not been audited yet. Numerous cities in Minnesota have been audited since 2013 and the MPCA has handed out fines for non-compliance with the permit. Most cities are having a hard time with meeting the 100% compliance and City staff has been proactive before the MPCA selects Baxter for an audit.

Mr. Walter stated the WSN contract is on the consent agenda for approval to put a system into place. Mayor Olson stated he had visited with Mr. Walter earlier regarding this matter and felt this is almost a work session on its own in order to discuss the seriousness of the permit and what it entails.

FORESTVIEW AREA STORM WATER

Public Works Director/City Engineer Walter explained this issue has been discussed at the Utilities Commission several times and the commission felt the City needs to be proactive and ready with a plan in order to prevent residential damage in the Forestview Area south of County Road 48.

WSN Consulting Engineer Kevin Wernberg explained this situation has been discussed for many years. He reviewed the proposal to update the Forestview Area Stormwater Feasibility Report investigating the potential outlet/overflow for the isolated wetlands located near the intersection of Highland Scenic Road (CSAH 48) and Evergreen Drive.

Mr. Wernberg explained the process to update the study since there will be a need to delineate the wetlands which will involve the TEP panel, hydraulic modeling, funding sources, and assessments. The updated report will show an expansion to the north to define the water shed boundaries and develop a long range plan.

Council Member Holman inquired if the study will be modeling existing conditions running into the wetland and build out conditions so the City would know what commercial impacts would be? Mr. Wernberg stated this would be completed very similar to the Section 6 Stormwater Plan with hydraulic and water quality components as requested by the TEP Panel.

2017 MILL & OVERLAY AND FULL DEPTH RECLAMATION IMPROVEMENTS PROJECT

WSN Consulting Engineer Wernberg informed the council there are several questions that need to be answered with regards to the 2017 Mill & Overlay and Full Depth Reclamation Project.

Baxter Drive – should Westgate Mall and Mann Lakes 12 Theater be approached to see if they are interested in expanding the limits of construction to include the private roadway?

Council Member Holman stated this came up with the Planned Unit Development discussion where Caribou Coffee and Aspen Dental will be located by Taco Bell and one of the issues was the private road network where the City gets the blame for the road conditions. One of the conditions of the use permit was the development needs to keep the pavement at a certain PASER scale. This decision was for that site; however consideration should be given to approach the developer/land owner to and see if there is any benefit to them.

Council Member Cross agreed with Council Member Holman's thought to work with the mall with regards to the private roadway.

ADA Pedestrian Curb Ramp Improvements on Baxter Drive – Should the work be added to the project, would this be considered a City cost or assessed cost and should there be any construction of any other pedestrian facilities?

Consensus of the council was to install any ADA Pedestrian Curb Ramp Improvements that are necessary. Interim Administrator Steele reminded the council that the City cannot assess private improvements.

Council Member Holman requested staff research any trail connection that can be completed within the Baxter Drive area.

Baxter Drive Street Lights – should WSN work with property owners to repair/remove existing street lights and should WSN install new City owned street lights with the project?

Council Member Holman stated if it was a City responsibility to either repair or refurbish the existing lights. Staff recommended installation of the new LED head and wire into the city system.

Goedderz Road and Dogwood Drive – should WSN proceed with the planned mill and overlay as recommended in the Pavement Management Plan or should WSN utilize full depth reclamation and obtain 10-ton design strength?

Consensus of the council was to do full depth reclamation and have the 10-ton design strength for commercial areas.

Mail Box Supports – should the new City standard swing away style mail box supports be included in the project areas?

No decision was made on the supports at this time.

ADJOURNMENT

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn to the regular council meeting at 6:57 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Mary Haugen
Administrative Assistant