

**BAXTER CITY COUNCIL MINUTES**  
**Work Session**  
**April 2, 2019**

Mayor Darrel Olson called the Work Session to order at 6:00 p.m.

**Council Members Present:** Mayor Darrel Olson and Council Members Connie Lyscio, Zach Tabatt, and Todd Holman.

**Council Members Absent:** Council Member Mark Cross

**Staff Present:** City Administrator Brad Chapulis, Community Development Director Josh Doty, Police Chief Jim Exsted, Public Works Director Trevor Walter, Finance Director Jeremy Vacinek, and Assistant City Administrator Kelly Steele

**2019 South Sanitary Sewer Interceptor Project**

Bryan Drown, Bolton & Menk, explained since the January 8, 2019 council meeting where the overall South Interceptor, North Forestview Street and Utility, and North Forestview Stormwater Outfall Project was put on hold, the South Interceptor Sanitary Sewer line has continued to be developed. Design of the South Interceptor west of TH 371 is being coordinated with the development of site plans and public infrastructure for the new Baxter Elementary School and potential development along Mapleton Road. The coordination of timing of these improvement projects has resulted in splitting the South Interceptor Project into three phases.

Phase one is the re-routing of forcemain from lift station #9 at Mountain Ash Drive and Highland Scenic Road to lift station #12 at Knollwood Drive and Highland Scenic Road and re-routing of forcemain from lift station #12 to lift station #23 at the Mapleton Road and new Jasperwood Drive intersection.

Phase 2 is a new forcemain and watermain from Mapleton Road heading east across private property owned by Arnold Johnson and Potlatch Corporation, crossing TH 371, and continuing through private property owned by Potlatch Corporation east of TH 371 to a point approximately 400' west of the Fuschia Drive/Land O' Lakes Road intersection.

Phase 3 is from a point approximately 400' west of Fuschia Drive/Land O' Lakes Road intersection east to the Wastewater Treatment Plant. The Feasibility Report detailed two options for Phase 3 of the South Interceptor Sanitary Sewerline. Option 1 continues the forcemain north to Highland Scenic Road and then east to the wastewater treatment plant. Option 2 includes gravity sewer installation through a portion of the North Forestview neighborhood.

As the new Baxter Elementary School is constructed and potential developments are completed in the southwest portion of the City the South Interceptor Sanitary Sewer Line is needed to relieve pressure on existing lift stations and convey wastewater to the wastewater treatment plant in a more efficient manner. The South Interceptor needs to be operational by the end of the 2020

summer to be able to handle the new elementary school, Forestview Middle School, and possible additional development south of Highland Scenic Road.

Overall project financing and construction timing is unknown.

Mr. Drown is looking for council input on the project regarding a three-phase construction approach with construction of Phase 1 proposed in 2019 and direction on the two options presented for Phase 3.

City Administrator Chapulis explained there is no action tonight on Phase 3.

**2019 Jasperwood Drive and Mapleton Road Area Improvements Project Feasibility Report**

Aric Welch, WSN, explained the feasibility report is to review the feasibility of improving and extending various municipal utilities and roadway segments near the proposed new elementary school in Baxter. The new facility is proposed to be located north of Mapleton Road, east of Knollwood Drive, and west of proposed Jasperwood Drive with access from Jasperwood Drive. Construction of the new elementary school is proposed to begin in 2019.

During discussions between ISD 181 and the City of Baxter, it was decided the responsibility for the improvements would be transferred to the City of Baxter. The original scope of the project has also been expanded to include various other improvements including: school watermain loop, pedestrian trail on the west side of Knollwood Drive between Mapleton Road and the south entrance to the Forestview Middle School, Knollwood Drive trail between Mapleton Road and south Forestview Middle School entrance, lift station #15 realignment, FDR of Knollwood Drive, stormwater treatment facilities along the east of Jasperwood Drive for future development of the City owned property, construction of a police dog training area and outdoor storage yard, and construction of a drying pad located next to the backwash basin sludge dewatering pond located north of the water treatment plan.

The total estimated project cost is \$4,830,975. Due to the complicated mix of funding sources, cost splits and variety of project types, project costs have been split into eight project areas for the purposes of assessment, city cost and county cost calculation. The projects are Mapleton Road, Jasperwood Drive, elementary school watermain, Knollwood Drive trail, lift station #15 forcemain, Knollwood Drive FDR, various city improvements, and south interceptor improvements. The estimated county cost is \$186,110; estimated required city cost is \$1,791,120, estimated optional city cost is \$608,705, estimated ISD 181 cost is \$2,239,340, and estimated residential FDR assessments are \$5,700.

The proposed roundabouts would be constructed as mini roundabouts. The project is designed to meet state aid standards. Only the roundabouts will be lighted.

Mr. Welch explained the proposed improvements are feasible and construction would last approximately 16 weeks.

On the regular council agenda, the council will consider ordering the improvement hearing. The project will be bid together, including the K9 training area, public works storage yard, and the lift station reroute. The storm water ponds will be removed from the project.

**Bid Opening Review for the 2019 Mill and Overlay and Full Depth Reclamation Improvements Project and 2019 Memorywood Drive Improvements Project**

Aric Welch, WSN, explained bids were opened on March 28, 2019 and were lower than estimated. The apparent low bidder is Knife River with a total bid of \$3,351,054.40. The engineer's estimate was \$3,707,507.10. Mr. Welch recommends the council proceed with passing a resolution declaring costs to be assessed and ordering preparation of the proposed assessment and passing a resolution for the hearing on the proposed assessment to be held on April 23, 2019.

**MOTION** by Council Member Holman, seconded by Council Member Tabatt to adjourn the work session at 6:48 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator