

BAXTER CITY COUNCIL MINUTES

Work Session

April 3, 2018

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

Council Members Present: Mayor Darrel Olson and Council Members Quinn Nystrom, Steve Barrows, Todd Holman, and Mark Cross

Council Members Absent: None

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

1. Evergreen Drive Road Closure

Public Works Director Walter explained that in the fall of 2017, Evergreen Drive was closed due to safety concerns when surface water from the wetland located west of the street began overtopping the roadway surface. The area affected by the surface water flooding is approximately 800' long and is located just north of Highland Scenic Drive (CSAH 48). Since the roadway closure, a detour has been in place directing traffic to the north end of Evergreen Drive. Public Works Director Walter had hoped the water would recede in the spring, but the water has started to rise. Dean's Auto has inquired how the City is going to resolve the high water. The City reviewed pumping the water down last fall for an estimated cost of \$20,000, but once pumped the water could continue to return.

The City has been studying a stormwater outlet for the wetlands adjacent to intersection of Evergreen Drive and Highland Scenic Drive. The first feasibility report addressed a stormwater outlet for the wetland areas adjacent to Evergreen Drive and Highland Scenic Road and the second report expanded the study area to the north to include a portion of the developed Industrial Park area. The outlet elevation proposed in the report, and approved by the Technical Evaluation Panel, will still create issues on Evergreen Drive in the low area described above during high groundwater/surface water cycles.

The suggested temporary fix is to raise the affected area of the roadway by approximately 1 foot. This could be accomplished by hauling in 6" of fill sand and 6" of aggregate (gravel) surfacing with 4:1 topsoil shouldering and seeding. The estimated cost to complete the temporary roadway improvement is \$16,630.00. The estimated cost is based on numbers quoted by Anderson Brothers last fall. The City would need to grade the roadway on a weekly or biweekly basis and deal with any dust control issues that may arise. The project will also likely require a wetland fill permit to construct safe slopes off the raised roadway surface which will be additional engineering costs of \$2,000.00 - \$3,000.00. Bituminous surfacing could be added to the roadway when a Contractor is in town completing one of the many construction projects scheduled for this construction season. The estimated cost of a 2" lift of bituminous over the raised roadway surface is \$10,800.00.

Evergreen Drive is scheduled for Full Depth Reclamation in 2022. The estimated cost of the FDR project is \$266,900.00. If the City moves forward with this project in 2022, it is recommended the affected area of the roadway be raised an additional 30" to obtain a 3' separation from centerline of the street and the top of the water. This will make the roadway approximately the same elevation as Highland Scenic Drive. It will also provide the necessary separation between the roadway surface and ground water to create a stable roadway section. The cost of the fill and wetland permitting should be added to the 2022 project cost estimate.

Another option the City could consider is complete roadway reconstruction. The corridor is not currently served with municipal sanitary sewer and water service. Reconstructing the roadway would allow installation of City utilizes and the ability to widen the roadway to meet current City standards. The current roadway width is 22'. The minimum roadway width adjacent to the existing Industrial Park and Office Service zoning districts is 40'.

The City has the following three options to consider: 1. Fill with 6" of sand and 6" of Class 5 and 2" of bituminous in 2018 at an additional cost of \$30,000.00; 2. Pump the water down and hope 2018 is a drier year than 2017 at an estimated cost of \$20,000.00; or 3. Do nothing and leave Evergreen Drive closed until the water recedes.

The Council consensus was to support recommendation number 1.

2. Review 2018 Mill & Overlay Plans and Specs

Chuck Rickert, consulting engineer with WSB, explained the streets included in the residential mill & overlay segment are Circle Pines Road, Emily Road, Emily Circle, Kelly Drive, Kelly Circle, Wedgewood Drive, Parkwood Drive, Parkwood Court, and Flintwood Drive. Cedar Scenic Drive is scheduled for reconstruction. College Road is scheduled for a full depth reclamation and Baxter Drive is scheduled for a reconstruction. There will be two different types of mill and overlay completed, a 1 ½" mill and a 2" overlay and a 3" mill and a 3 ½" overlay.

College Road will have curb and gutter replaced, a new concrete median, an extension of a storm sewer culvert, trail construction, ADA pedestrian ramp improvements, castings will be adjusted, and gate valve box tops will be removed and replaced. Due to the weather, the existing curb and gutter has not been evaluated.

The roadway of Cedar Scenic Drive is proposed to be widened to 40' and raised. Storm sewer culverts will be replaced.

Baxter Drive is proposed to receive new curb and gutter, storm sewer, trail connection, and ADA pedestrian ramps. The castings will be adjusted, and the gate valve box tops will be removed and replaced. The street lights will be separated from the mall's system and moved into the City's system. The new pedestrian trail will be on the west side of Baxter Drive.

Mr. Rickert handed out a memo answering questions posed by property owners at the improvement hearing. If the Council orders the improvement tonight, the next step is to authorize bids. An assessment hearing could be scheduled for June. The project bid could be awarded, and construction could also start in June. Approving the project and award the bid for construction to start in late June.

Public Works Director Walter explained Baxter Drive, as it goes between the mall and movie theater, was closed by the mall upon the request by the City due to the potholes. The mall is unable to repair the potholes at this time.

Mike Hammer, 4907 Circle Pines, listed City streets that have been sealcoated and the respective streets pavement rating. Mr. Hammer asked the Council to give the Circle Pines Property owners a choice, and only seal coat the roadway.

3. Combination On-sale and Off-Sale Liquor License

Assistant City Administrator Steele explained the City has received a request from Prairie Bay Grill and Catering to amend the City Code to allow for the issuance of a Combination On-sale/Off-sale Liquor License.

MN Statute 340A.406 allows a city of the fourth class or a statutory city of 10,000 or fewer population to issue an off-sale and on-sale intoxicating liquor license to the same licensee or, may issue a combination on-sale and off-sale license. City Code allows for the issuance of an on-sale license to only hotels, clubs, restaurants, and shall permit on-sale of liquor only. City Code also allows for the issuance of an off-sale license to only exclusive liquor stores and shall permit off-sales of liquor only.

Prairie Bay currently has an on-sale liquor license which allows for the sale of intoxicating liquor to be consumed on site. A city code amendment to allow the issuance of a Combination On-sale/Off-sale Liquor License or an Off-sale Liquor License would apply to all on-sale liquor license holders.

Any off-sale type of license, either a combination or off-sale would be issued by the City and approved by the State.

The Council consensus was for staff to provide the Council with examples from other cities.

ADJOURN:

MOTION by Council Member Cross, seconded by Council Member Nystrom to adjourn the council work session at 6:55 p.m. Motion carried unanimously.

Approved by:

Darrel Olson
Mayor

Respectfully submitted,

Kelly Steele
Assistant City Administrator