

## **BAXTER CITY COUNCIL MINUTES**

### **Work Session**

**April 18, 2017**

Mayor Darrel Olson called the Work Session to order at 6:00 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, Police Chief Jim Exsted, Interim City Administrator Kelly Steele, Public Works Director Trevor Walter, and Finance Director Jeremy Vacinek.

### **2017 MILL AND OVERLAY FEASIBILITY STUDY**

WSN Consulting Engineer Wernberg reviewed residential and commercial sections of the 2017 Mill and Overlay Feasibility Report.

Mr. Wernberg stated that at the March 21, 2017 Work Session, the City Council directed the WSN to review the potential connection of the existing pedestrian facilities on Baxter Drive with the trail crossing on Conservation Drive located at the entrance to the Mann Lakes 12 Theater.

Options the City could consider to extend pedestrian facilities along the west side of Baxter Drive include the following:

#### Option 1

Extend a concrete sidewalk along the west side of Baxter Drive within the existing right-of-way. Extension of the sidewalk would be difficult and would involve the following:

- Construction of a retaining wall between Fairview Road and the entrance to Westport Shopping Center
- The sidewalk extension north of the Westport Shopping Center entrance would require the partial filling of an existing stormwater basin.
- Relocation of two existing street lights and bases

#### Option 2

The existing roadway width is adequate to accommodate a bike lane from Fairview Road to the Westgate Mall. The bike lane could be designated by installing the appropriate signage and pavement markings.

#### Option 3

The existing roadway is currently 65' wide. The roadway could be narrowed from Fairview Road north to provide room for separated bituminous trail or wide sidewalk along the west side of Baxter Drive. Narrowing the roadway would allow for construction of the trail without the issues noted in Option 1.

The Westport Shopping Center entrance and south Westgate Mall entrance are currently offset by about 30'. This configuration creates left hand turning movements that are in conflict. The roadway appears to be wide enough to accommodate designated turning lanes into the Westport Shopping Center entrance and Westgate Mall south entrance. To make the turn lanes work and eliminate the existing conflict, it would be necessary to move the south Westgate Mall entrance approximately 30' north. This would line up the entrance with the Westport Shopping Center entrance on the west side of Baxter Drive. Some modifications to the Westgate Mall and Blackridge Bank parking lots would be necessary. Loss of parking stalls on the Westgate Mall site would be minimal and Blackridge Bank would gain four additional stalls.

Mr. Wernberg explained the Utilities Commission felt Option No. 3 was the best option. A brief discussion of how the trail segments connect and consistency of the trail corridor was held. Public Works Director/City Engineer Walter explained that in order to do this project it is a total reconstruction of the street and existing curb and gutter which is a big difference from full depth reclamation project.

Mr. Walter explained the Utilities Commission felt the City Council should give consideration to moving Baxter Drive to 2018 since this would be better served as a reconstruction project which would allow the City time to televise the existing storm sewer piping. This would also allow time to work with the property owners on the future project.

Mayor Olson inquired what our rights on private property are and City Attorney Person will review this request. Council Member Holman stated he has brought up this discussion before that the City needs to have some control of condition of private road.

Mr. Walter stated he has not been in contact with MnDOT about ADA funding for upgrading the intersection.

Mr. Wernberg reviewed estimated project costs, assessments and the project is feasible from a construction standpoint. Should the project move forward the bid opening would be in June and construction in July & August.

**SECTION 6 STORMWATER PROJECT FROM WOIDA ROAD TO CLEARWATER ROAD – PROJECT WAS PULLED FROM 2017 CIP BUT NOT RESCHEDULED FOR A SPECIFIC YEAR**

Public Works Director/City Engineer Walter reviewed the Section 6 ditch that needs to be constructed from Woida Road to Clearwater Road in the northwest corner of Section 6. Section 6 is the area south of Woida Road, east of Inglewood Drive, west of T.H. 371 and north of Excelsior Road.

Mr. Walter explained that funding for the proposed project was postponed in October 2016 due to funding constraints within the stormwater budget. The total project cost in 2016 was estimated at \$225,000.00 and it is being brought forward to have some of the pre-engineering done in order to get the wetland delineation plan to the Crow Wing County TEP Panel to see if the City can proceed with what is being proposed.

Currently the City is proposing a series of culverts and ditches which would convey overflow surface water in a southeasterly direction from the stormwater basin located on the south side of Woida Road to the existing stormwater basin located on the north side of Clearwater Road.

Mr. Walter recommended proceeding with the pre-engineering and tentatively placing the project in the 2022 construction season. Mayor Olson stated that he has been onsite twice at the business that is being affected by the high water table which the property owner thinks has been exasperated by the Woida Road Project.

Council Member Nystrom felt the small investment of funds for the pre-engineering was an investment to see what options are available to the City.

**UPDATE ON THE 2018 NORTH WATER TOWER REHABILITATION PROJECT – CONVENTIONAL BUILD/BID PROJECT VS DESIGN BUILD PROJECT**

Public Works Director/City Engineer Walter explained the Utilities Commission has been in the process of reviewing both conventional build versus design build for reconditioning of the entire inside and outside of the tower in 2018.

Mr. Walter informed the council that KLM Engineering has been the contractor the City has used for the past 20 years.

Mr. Walter the inspection process and there are plus and minuses on both sides of the options. Council Liaison Cross stated that the commission wanted City Attorney Person and City Council's feedback since this is a different process that the City has done in the past. Should the City decide to move forward with the design build project the city can expect a 10% cost savings on the design build process. City Attorney Person explained there are not many companies that do this specialized work and he explained what is exempt from bidding requirements.

Council Member Barrows inquired if there was any concern that they are inspection their own job and if there was a warranty? City Attorney Person stated these items would be addressed when the contract is drafted.

Council Liaison Cross, who has experience with the design build process, explained there is advantage with working with contractors you are comfortable with and comfortable with their quality of work.

Council Member Holman stated he is comfortable at looking at both options.

**ADJOURNMENT**

**MOTION** by Council Member Barrows, seconded by Council Member Cross to adjourn to the regular council meeting at 6:46 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

---

Darrel Olson  
Mayor

---

Mary Haugen  
Administrative Assistant