

BAXTER CITY COUNCIL MINUTES
Special Meeting
2019 Memorywood Drive Assessment Hearing
April 23, 2019

Call Special Meeting to Order

Mayor Darrel Olson called the special meeting to order at 5:30 p.m.

Roll Call

Mayor Darrel Olson and Council Members Connie Lyscio, Zach Tabatt, Todd Holman, and Mark Cross were present.

City Administrator Brad Chapulis, Finance Director Jeremy Vacinek, Public Works Director Trevor Walter, and Assistant City Administrator Kelly Steele were present.

Presentation of 2019 Memorywood Drive Improvements Assessment Hearing

Aric Welch, WSN, presented the assessment hearing presentation. Mr. Welch explained the project will be awarded and construction will begin this summer.

The proposed improvements include a full depth reclamation and reconstruction of the existing 34' wide roadway to have two 11' drive lanes and two 6' bike lanes. The roadway would be striped and signed for bike lanes and no parking would be allowed. Driveways will be reconstructed to the right-of-way line. Existing street lights will be replaced with new LED fixtures.

Proposed drainage improvements include the construction of a new stormwater pond along the west side of the roadway between TH 210 and Oak Street with the storm sewer pipe extended to the Oak Street intersection. Hydrodynamic separators will be added to the stormwater outlets to White Sand Lake. The existing rain garden will be removed, and storm sewer will be extended westerly from the MnDNR lake access.

The total project cost is \$1,784,339.

Benefiting residential properties will be assessed 100% of FDR project costs up to 26' in roadway width. Assumed City costs include roadway costs in excess of 26' in width, bituminous thickness in excess of 3 1/2", storm sewer, street lighting, bike lane pavement markings and signage, sanitary sewer and water distribution repairs, and five assessments for City owned property.

Costs are assessed on a per lot or ERU basis. Lots that are large enough to be subdivided would receive more than one assessment. Lots with multiple dwelling units receive one assessment per dwelling unit.

The total assessable cost is \$784,885. There are 137 assessable ERU's and the assessable cost per ERU is \$5,729.09.

Assessment will be amortized over a 12-year term. The interest rate is estimated at 4.5%. The actual rate will be determined once the City sells the bonds. The City offers eligible

assessment deferments for residential homestead property for individuals meeting established hardship criteria.

The contractor for the project is Knife River of Little Falls. The council is schedule to adopt the assessment rolls on May 7 and consider awarding the construction contract on June 6. A public informational meeting would be held on June 13. Construction would begin in June and be completed in August.

Mayor Olson opened the public hearing at 6:44 p.m.

Deb Crochet, 13746 Memorywood Drive, inquired if there would be additional assessments, and does the city accept credit cards. Ms. Crochet explained she received a bid from Anderson Brothers for the construction in front of her property and inquired which properties are being assessed for the project.

Laurel Mezner, 14266 Memorywood Drive, inquired if property owners pay the city or the county for the assessment and how will property owners receive communication about the project.

Darrel Peterson, 13700 Memorywood Drive, inquired if property owners can pay the assessment within 30 days to avoid paying interest and will property owners be able to access their property each day.

Mr. Welch explained there may be disruption to water service during the water tee repairs.

Grace Larson, 14108 Memorywood Drive, inquired if the contractor will pave driveways.

Laurie Schellin, 13277 Memorywood Drive, expressed objection to receiving two assessments when she only has one lot and asked what is the process to move forward with the objection. Public Works Director Walter explained he will provide a written response to the property owner within two weeks.

Mr. Peterson inquired how much of driveways will be paved by the contractor.

Lori Shepherd, 13916 Memorywood Drive, inquired if the roadway will be realigned.

Mr. Peterson thanked the council for adding the 6' bike lanes for improved pedestrian safety.

Ms. Larson inquired what the construction hours will be.

Mayor Olson closed the public hearing at 6:00 p.m.

Adjourn

MOTION by Council Member Cross, seconded by Council Member Lyscio to adjourn at 6:01 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator