

**BAXTER CITY COUNCIL MINUTES**  
**Special Meeting**  
**May 8, 2017**

Mayor Darrel Olson called the special meeting to order at 6:45 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: City Administrator Bradley Chapulis, Assistant City Administrator Kelly Steele, and Public Works Director Trevor Walter.

**2017 MILL AND OVERLAY AND FULL DEPTH RECLAMATION IMPROVEMENT HEARING**

WSN Consulting Engineer Welch presented the 2017 Mill & Overlay and Full Depth Reclamation Improvement Hearing. The project history and public improvement process on the proposed improvements, estimated project costs, assessment procedure and calculations and general project information were reviewed.

Mr. Welch explained the pavement management program was designed to address the ongoing maintenance and funding of the city's 85 miles of streets. The goal of the pavement management program is to extend the life of existing pavements and lower future maintenance costs. Pavement maintenance through sealcoating during early stages of a pavement's lifecycle can be the most cost effective method for extending pavement life.

Mr. Welch explained that reflective cracking will occur since the existing cracks in the underlying pavement "reflect" upward through the new layer of pavement. This is a normal occurrence and usually occurs within a few years.

Estimated project costs in the total amount of \$648,525.00 were reviewed with 100% of the residential mill and overlay costs being assessed to the benefitting properties. The unit assessment method was chosen because residential properties are similar in size and each lot receives some benefit.

Some property owners may receive more than one assessment if the lot is large enough to be subdivided or if they own more than one lot of record. The City will be assessed for property on Mountain Ash Drive where Water Treatment Plant No. 2 and water supply wells used to be located.

The full depth reclamation costs for the Industrial Park commercial area up to 44' in roadway width are assessed to the benefitting properties. The area is completely commercial and the front footage assessment method was recommended.

Mr. Welch reviewed the assessment payment terms. Pre-payments and partial payments are allowed up to 30 days following the Assessment Hearing. Assessment balances will be certified to the County with payments to begin on the next year's county tax statement.

Assessment balances will be amortized over a 7-year term for mill and overlay and 12-year term for full depth reclamation. Assessment balances will be amortized over the assessment term with an interest rate estimated at 4.75%.

Mr. Welch reviewed assessment deferments for hardship and the guidelines for applying for the deferment. The deadline for applying for the deferment is August 31<sup>st</sup> of each year.

Mayor Olson opened the public hearing at 6:55 p.m.

Jerry Sinner, 7756 College Road – inquired on Dogwood Drive and Goedderz Road pavement conditions. Initially the road was initially rated a 6 for mill & overlay and now due to further deterioration and inspection it has been decided to go to full depth reclamation which doubles the cost. Why move forward with that segment of road now and when other roads are in much worst condition?

He stated that from Schwan's to the State Patrol offices and to the east it feels like you are in a boat going in waves and College Road is in terrible condition and has to be patched every other week. From a driving standpoint Dogwood Drive is in good shape and does that make sense when there are other roads in the commercial area that are in much worse condition.

Mr. Welch explained the City has to come with an annual program every year and the city can do so much each year. College Road is scheduled for 2018 and it is due to scheduling it is hard to push off one project and add another project. Dogwood Drive and Goedderz Road was switched because although the visual component looked good but when the pavement underneath was reviewed it showed more existing damage. Mr. Sinner stated it was unfortunate the issues weren't identified sooner; however, he understands the City needs to keep moving forward.

Lori Thramer, 5265 Marohn Road – stated she had two items of concern. There is an existing drainage issue and could someone look at drainage on her property.

Ms. Thramer inquired on a line that showed on the parcel drawing. Mr. Welch stated the base map looks like a property line. He explained that deeds were found that easements were granted to the city for roadway and utilities and the city can look at cleaning this matter up.

Craig West, 12772 Lakewood Lane – inquired on how long the Mill & Overlay would last and what is the next maintenance program. Public Works Director/City Engineer Walter stated the program has a seven year rotation and the road would probably be sealcoated within three years. Mr. Welch stated the City has not done enough roadways yet to know exactly how long the mill and overlay will last but research shows it to be between 15 - 20 years.

Dean Norman, 4825 Oak Street – inquired why the intersection at Memorywood Drive & Meredith Drive didn't have storm sewer installed when the project was done. Mr. Welch stated he did not have the project history; however, the City can look at curbing and it would be best to look at with Memorywood Drive. Mr. Norman stated that Oak Street is shown at a Grade 5 while Excelsior Road and College Road have a lower rating and a much higher traffic count. Mr. Welch stated that Excelsior Road is scheduled to be done this year and College Road the following year.

Kari Roberts, 5410 Marohn Road – inquired on the depth of the road. Mr. Welch stated the road only has approximately 2.5 inches of bituminous and there will have to be less milled off and additional bituminous added and the driveways will need to be tapered. Ms. Roberts inquired if this will cause the driveways to puddle and Mr. Welch stated they will look at ways to minimize the impact.

Mayor Olson commented that due to the extent of traffic on Excelsior Road it will be built to a 10-ton design in order to make it sustainable.

Celene Sedlacek, 12786 Lakewood Lane – informed the council the corner of Lakewood Lane was repaired approximately 15 years ago but that corner is very rough and has big dip. Mr. Welch stated he will look at the area.

Jerry Sinner, 7756 College Road – inquired if there will there be coordination meeting with businesses for truck traffic? Mr. Welch stated there will be informational meeting before starting the project and emails will be collected in order to provide weekly updates and WSN will have an observer on site at all times. Roadways should remain open most of the time.

Dean Norman, 4825 Oak Street – expressed a safety concern at the old Methodist Church that is changing over to Head Start. Will a stop light added since there will be a lot of traffic. Mr. Welch stated he did not know of any future plans but he would relay Mr. Norman’s concerns to MNDOT.

Brian Jelinski, 12384 Lakewood Lane – stated he has resided on Lakewood Lane since the development started. He inquired on when did the City start the overlay mentality. Has the City been doing for a while or did the bright light just come on. If something was done sooner it could have preserved the roadway. Mayor Olson stated the city has always been doing crack sealing but the council commissioned the study in 2013 and the program started.

Justin Barrick, 4897 Oak Street – addressed Goedderz Road comments, page 10 of the feasibility report, stated that a new 2” bituminous lift could allow the road to carry 10 tons. Why not let it get beat up more. Mr. Barrick felt the City was using a broad brush approach and not site specific scenarios.

Mr. Barrick thanked the council for having the meeting. We have the ability to change or alter the trajectory. Previously he would not have given a hoot about road construction and until he received the notice; however, he expressed concerns with the timeline. He inquired if the City could change how projects are noticed and put the feasibility study on the website and place the assessment amount in the improvement letter.

Mr. Barrick stated that if city willing to improve, citizens need to be on a commission. The city is broken into 7 management areas and there is a need to be flexible and focus on roads that are being beat up. Oak Street is currently rated at a 6 and the plan states it should receive crack sealing. The 2013 plan is not on website; however, the 2016 plan is on the website. Which plan are we going with and what are we trying to achieve here.

A variety of issues and willing to be part of a group to improve communication to the residents since the current pmp is 7 years and the 2017 Mill & Overlay areas are only getting a two week notice.

Mayor Olson stated the notice is the responsibility of the city. Mr. Welch stated the PASER system is visual and subjective. The person who put together the plan does have a lot of experience with this pavement management plans. The city is trying to catch the roadway systems before they fall apart. A core sample is taken to see if the mill and overlay will sustain the roadway or if full depth reclamation will be required. Mr. Welch explained the process and the 1 ½ bituminous is a good number to put the crown back into the roadway and to try to smooth out the dips in the road.

Mr. Barrick stated that Oak Street is still in good condition and give the residents a chance to prepare for the project.

Craig West, 12772 Lakewood Lane – stated he was surprised we were taxed for the improvements and the amount was surprising. From a layman’s standpoint July seems real quick to get better bids.

Mr. Welch stated the project will be bid for a minimum of three weeks as required by law for an assessment project. There should be plenty of time to gets bids and prices will be based on current workload. If bids do come in too high the city can scrap the project; however actual project costs may be less but this won’t be known until the City open bids.

Beverly Tretter, 4879 Oak Street – stated she would be less windy as her neighbor and requested Oak Street needs to be withdrawn except at Memorywood Drive.

Troy Wixson, 4769 Oak Street - inquired on the maintenance that has been done on the 25 year old street? Public Works Director/City Engineer Walter stated Oak Street has only been crack sealed. Mr. Wixson inquired of due to the condition of Oak Street could chip sealing be done instead of milling.

Mayor Olson stated since this is an Improvement Hearing and no decision will be made tonight.

Justin Barrick, 4897 Oak Street - inquired on the date the city will consider authorization of the project and City Administrator Chapulis stated it is tentatively scheduled for the June 6, 2017 council meeting.

Randy Smelter, 4961 Oak Street – explained he has two lots on Oak Street. Early in the presentation it talked about benefiting of properties. Mr. Smelter has a bare lot which will not go up in value with the road improvements. He inquired why the city doesn’t participate in these project costs since Excelsior Road residents will pay more for their lot than we will. Why didn’t the city have program 30 years ago and have a fund to pay.

Mayor Olson stated the residents on Excelsior Road are also paying for a 26’ road just like everyone else the difference is everyone uses Excelsior Road and do.

Brian Jelinske, 12384 Lakewood Lane – stated he was trying to inquire earlier on why we are not looking at seal on Lakewood Lane. Mayor Olson stated any tax exempt would not be paying into a pool as per a previous comment and that is not fair either. Mr. Welch explained that seal coat is not recommended for road over 15 years. Mayor Olson stated the City brought in MNDOT people and received recommendations from them.

Mayor Olson restated that no decision will be made tonight, but will be made at the regular council meeting on Tuesday, June 6, 2017. If you want to appeal the project you will have to provide the information to Assistant City Administrator Steele tonight before you leave.

**MOTION** by Council Member Barrows, seconded by Council Member Nystrom to close the public hearing at 7:53 p.m. Motion carries unanimously.

Council Member Holman inquired if between this meeting and the next action is there a workshop option? City Administrator Chapulis stated action would on June 6<sup>th</sup> and council typically has a work session prior to the meeting. There is an extra week in May which would be an opportunity for a special meeting.

Council Member Holman stated he did not want to add more to the meeting schedule; however, if there are any remaining questions those could be addressed. City Administrator Chapulis stated that staff could have the answers on June 6<sup>th</sup> work session.

Mayor Olson stated it seems like this should be separate meeting. Council Member Barrows suggested May 30<sup>th</sup> for further discussion on the issues. Council Member Nystrom agreed with Council Member Barrows comments. Consensus of the council was to set the meeting for May 30<sup>th</sup> at 6:00 p.m.

**MOTION** by Council Member Barrows, seconded by Council Member Nystrom to adjourn at 7:58 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Mary Haugen  
Administrative Assistant