

BAXTER CITY COUNCIL MINUTES
Work Session
May 17, 2016

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

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson, Council Members Quinn Nystrom, Todd Holman, and Mark Cross.

COUNCIL MEMBERS ABSENT: Council Member Steve Barrows

STAFF PRESENT: Assistant City Administrator Kelly Steele, Community Development Director Josh Doty, Finance Director Jeremy Vacinek, Public Works Director Trevor Walter and Police Chief Jim Exsted.

HJ DEVELOPMENT TRAFFIC STUDY ON GLORY ROAD AND ELDER DRIVE

WSB Consulting Engineer Rickart reviewed the traffic engineering review and analysis for the proposed Central Lakes Crossing Development. One site is located south of TH 210 and west of TH 371 on Elder Drive, just south of Costco. The second site is located south of Glory road and west of TH 371 in the Walmart parking lot.

The information is based on the Elder Drive and Isle Drive Transportation Study from 2008. The purpose of the study was to look at traffic operations specifically on Elder Drive and Glory Road, lane geometry, traffic control, right-of-way need, access and pedestrian accommodations for the development.

WSB conducted traffic counts at the following locations:

- Elder Drive at Forthun Road
- Elder Drive at Garrison Road
- Elder Drive at Glory Road
- Glory Road at Walmart East Access
- Glory Road at T.H. 371

The three components of the forecasted traffic operations from 2018 and 2030 were explained. The forecasted traffic operations included general background traffic which is traffic that is not generated from site in the area which is projected to increase 2.65% per year, future development within the Isle Drive and Elder Drive area and the proposed development site traffic.

Mr. Rickart explained one of the primary measures of effectiveness used to evaluate intersection traffic operations is the Level of Service (LOS) which is graded A – F, based on seconds of vehicle delay due to a traffic control device at an intersection. The intersections within the proposed development area are operating at and overall LOS C with the exception of northbound TH 371 left turn to westbound Glory Road and eastbound Glory Road to northbound T.H. 371 left which is operating at a LOS D.

Intersection traffic operations for the future build condition show that, assuming the addition of the HJ Development traffic, all intersections would continue to operate at overall LOS C or better in 2018 and by 2030 would operate at an overall LOS D in 2030.

Mr. Rickart stated that based on the traffic analysis and review of the site plans the following items are recommended:

1. The proposed site access driveway on Elder Drive from development Site 1 should be moved north to approximately half way between Garrison Road and Forthun Road.
2. Provide a continuous center left turn lane on Elder Drive from Forthun Rd to Garrison Rd including a left turn into the proposed Site access driveway.
3. Provide northbound right turn lanes on Elder Drive at Forthun Rd, Garrison Rd and the proposed Site access driveway.
4. Provide an additional 10 feet of right-of-way on Elder Drive adjacent to development Site 1, and; provide a 30 foot by 30 foot site corner in the southeast corner of Elder Drive at Forthun Road and the southwest corner of Forthun Road at Elmwood Drive.
5. Include existing right-of-way and/or easements on development Site 2 plan adjacent to Glory Road and the existing Paul Bunyan Regional Trail.
6. Work with MnDOT to provide improvements at the intersection of TH 371 at Glory Road:
 - a. Short term - Update the traffic signal, including restriping the eastbound Glory Road approach and providing split phasing for the Glory Road approaches. By 2018 or with additional development in the Central Lakes Crossing development area.
 - b. Long term – Widen the eastbound Glory Road approach to provide dual left turn lanes. By 2030 or with future development analysis indicating need for the improvements.
 - c. Long term - Plan for a future dual left turn lane northbound on TH 371 to eastbound Glory Road similar to southbound TH 371. By 2030 or with future development analysis indicating need for the improvements.
7. Provided pedestrian connection improvements:
 - a. A striped pedestrian crossing with ADA compliant pedestrian ramps across Elder Drive to the existing path on the west side of the road.
 - b. ADA compliant pedestrian ramps should be provided for crossing both Forthun Road and Garrison Road at the Site access driveways.
 - c. A connection to the existing path adjacent to Glory Road from the sidewalk adjacent to the proposed buildings.
 - d. A connection from the sidewalk adjacent to the proposed buildings to the parking lot south of the buildings.

Community Development Director Doty stated the developer is in support of the traffic study. There are conditions requiring compliance with the study which will be discussed at the regular meeting. There is also a question as to whether the developer completes the requirements or does the City complete them and assess the developer.

Council Member Holman inquired on Site 2 and the condition calling for a wider turn lane and will that take into account the building setback from Glory Road. Mr. Doty stated there are conditions that will also address this matter.

NORTH INGLEWOOD DRIVE FEASIBILITY REPORT

WSN Consulting Engineer Welch reviewed the feasibility of extending municipal sanitary sewer collection system and water distribution improvements to properties on either side of Inglewood Drive area from Peace Road and to CSAH 77 (Pine Beach Road) and along CSAH 77 from Inglewood Drive to Edgewood Drive.

Option 1 – Connection to Edgewood Drive

The first phase includes connecting to the existing 10" PVC stub at the north end of Edgewood Drive and extending 10" gravity PVC sanitary sewer main piping westerly approximately 700' along the south side of CSAH 77. The depth of the piping at the westerly termination was approximately 6.6 feet deep and insulation would be required at the west end of the extension. From this point no further extension either westerly or southerly was feasible due to the low lying property and loss of ground cover to provide frost protection. Manholes are proposed at a maximum spacing of 400' with six-inch services proposed to all potentially developable lots to allow for future commercial development. All services are proposed to be stubbed to the right-of-way or easement lines.

Twelve inch watermain is proposed to be extended along the same route and adjacent to the sanitary sewer mains being proposed. Hydrants would be located at approximate 600' intervals. 1 ½" services are proposed to all potentially developable lots in the project area to allow for future commercial development. All proposed services will be extended to the right-of-way line or easement line.

This option does not provide service to the entire project area and is considered the first phase of the project utilized to service property in the southeast quadrant of the Inglewood Drive/CSAH 77 intersection. Service could be provided to this property if considerable fill was placed to provide frost protection or a private pressure system was utilized.

Option 2 – Construct Lift Station

Phase 2/Option 2 includes the construction of a small diameter pressure sanitary sewer collection system. The system would consist of a 3" or 4" diameter forcemain extending westerly along the south side of CSAH 77 from the last manhole installed with the Phase 1 improvements to Inglewood Drive. From that point it would extend southerly along Inglewood Drive east and west side of Inglewood Drive to Peace Road. One open cut crossing of Inglewood Drive is proposed to avoid low lying areas along the roadway corridor. The forcemain would also be extended westerly along the south side of CSAH 77 to a point approximately 1,300' west of Inglewood Drive.

Forcemain cleanout manholes are proposed at a maximum spacing of 800'. 2" services are proposed to be extended to the right-of-way or easement line with a curb stop at the end of the service line.

The forcemain would be a shared system and each property owner would be required to install a grinder pump or effluent pump depending on the type of system allowed by the City. A grinder pump system takes raw sewage, grinds it up and pumps it into the shared forcemain system. This type of system usually has very little storage in case of a backup. Existing properties with septic systems will likely install effluent pumps to pump effluent from the septic tank. This type of system

is referred to as a step system and is the preferred method because solids have been allowed to settle out in the septic tank and only clear effluent is being pumped into the shared forcemain system.

Water mains are proposed to be extended along the same route and adjacent to the shared forcemain being proposed. Twelve-inch main would be extended along the south side of CSAH 77 to the west end of the proposed improvements. All remaining water main is proposed to be 8" PVC located in the same locations and adjacent to the proposed shared forcemain. Hydrants would be located at a maximum of 600' intervals. 1 ½" services are proposed to each developed and potentially developable lot in the project area. All proposed services will be extended to the right-of-way line or easement line.

The majority of the proposed municipal utility mains are proposed to be constructed within utility easements located adjacent to existing roadway corridors or existing lot lines. These easements need to be obtained from the private property owners. Obtaining private easements was proposed to minimize interference with existing roadways and interference with existing private utilities (telephone, fiber-optic, electric) located in ditches along the roadway corridors.

Mr. Welch reviewed the total project costs and assessments. Assessments were calculated using the area assessment method due to mix of residential and commercial, larger properties can be subdivided, sanitary sewer and water alignments follow side lot lines within easements which are not conducive to the front foot assessment method. Advantages and disadvantages were reviewed for each option.

Mr. Welch explained that from an engineering stand point, Phase 2 /Option 1 is the preferred alternative. Although it has a higher initial project and City costs, the traditional gravity collection system is the most reliable and efficient system. City Staff is familiar with the operation and maintenance and no additional equipment purchases or training is necessary. This option is also the most flexible when it comes to expansion of the system in the future should areas outside of the current City limits request sanitary sewer service. The pressure system can also be expanded but unlike the gravity system, when maintenance is necessary, it will shut down the system for all users.

Council Member Holman inquired if this is the same system that is being discussed for installation on CSAH 48. Mr. Welch stated the installation on CSAH 48 will be a traditional forcemain system. Mr. Welch explained the City already has the equipment necessary to maintain 8-inch and larger forcemain systems; smaller or specialty system will require the purchase of specialized equipment to maintain.

Mayor Olson stated one of the most common questions to any project is what are the costs going to be. When you see the big picture going further to the west and south the City is looking for the most economical and feasible way to provide services.

Loren Knack, Nisswa, MN. Inquired why when you come off the highway by Dondelinger, Phase One starts and stops in that location. What is the purpose of stopping right there and who is it going to serve? Mr. Welch explained that Phase One will serve properties along County Road 77 from Edgewood Drive and Inglewood Drive except the last parcel on the corner which would be served by a pressure service.

Mr. Knack inquired on the timing of the project, is it a five or ten year project? Mayor Olson stated the council has not discussed the timing of the project. Mr. Knack asked how much are taxes going to increase and expressed concern that he can't build on the land due to City ordinance.

Council Member Holman stated that every year council members and staff review the direction of the City. This area has not been in the Capital Improvements Plan discussions since it was recently annexed into the City although this area will be an item discussed during summer budget session held starting in July.

Mayor Olson reviewed the improvement process and stated the study is done to determine if a project is actually feasible for the City to do the improvements. The two main ways that projects proceed are either petition driven or city driven. This is new territory for the city and future discussion will be held during the budgeting cycle.

Mayor Olson thanked Mr. Knack for his questions and concerns with the area development and stated that staff will provide information as it becomes available.

EXCELSIOR ROAD FEASIBILITY REPORT

Mayor Olson stated this item started with a concept sketch and ideas, the consulting engineers were sent back for review and other options.

WSN Consulting Engineer Welch gave a brief overview of the project location and existing traffic configurations. The Council had requested the roundabout location be repositioned as far to the south as possible within the constraints of the surrounding developments. Mr. Welch explained the roundabout has been moved approximately 20' south of the previous layout; however, moving the roundabout will change or impact several of the surrounding properties. Brenny Funeral Chapel's east driveway entrance will still need to be removed.

Mr. Welch stated the sewer and water will be from Fairview Road to the north. The total project costs and assessments were reviewed.

EXCELSIOR ROAD SUPPLEMENTAL TRAFFIC ANALYSIS

WSB Consulting Engineer Rickart reviewed how much development could occur if the City did not build the roundabout. The original analysis assumed development of the Fruth site based on a concept plan provided by the developer. It included 13,300 sf of general retail and 7,100 sf of drive thru restaurant uses. The traffic generation anticipated the full build out of the site. The analysis also assumed two improvement scenarios. The first assumed no changes to the existing lane configuration on Excelsior Road. The second assumed providing a stripped left turn lane on westbound Excelsior Road for the driveway into the proposed site driveway. Both scenarios assume that the driveway is shared with the existing driveway to the Church

Council Member Holman stated the chart showed all level of services D and E. When are conditions so bad that drivers do not want to enter those areas? Mr. Rickart stated that drivers have a tendency to avoid D and E areas. Council Member Holman felt the city should look at a higher level of service for the area.

Boomers Pizza Owner Chris Moran requested clarification on the roundabout. WSN Consulting Engineer Welch stated this depends on how the project is constructed in either phases or total build out.

Mayor Olson inquired what would happen with the bank entrance. Mr. Welch stated the bank would have right in and right out under both options. Frandsen Bank representative Jim Kraft stated the bank would prefer a left turn access. Mr. Kraft stated that levels of traffic service on east side is higher than west. The value and cost of assessments have to be considered in order to address the immediate need. What gets assessed and where is the value.

Council Member Cross stated that only thing difference is that he has waited on the south bound frontage road near Fleet Farm attempting to cross Excelsior Road and he would grade that level of service an F.

ADJOURNMENT

MOTION by Council Member Holman, seconded by Council Member Nystrom to adjourn at 7:00 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Mary Haugen
Administrative Assistant