

BAXTER CITY COUNCIL MINUTES
Work Session
July 15, 2014

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

COUNCIL MEMBERS PRESENT: Council Members Jim Klein, Todd Holman, Rob Moser, Mark Cross, and Mayor Darrel Olson.

COUNCIL MEMBERS ABSENT: None.

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

Woida Road, Wildflower Drive and Franklin Drive Street and Utility Project Update

The preconstruction meeting was held on Tuesday to develop a project schedule with the contractor and utility companies. An informational meeting with property owners was held on Thursday. Property owners raised questions regarding the placement of temporary mailboxes and the process for de-watering. The contractor will start clearing and grubbing on Monday; dewatering and digging will begin the following week. Clearwater Road and Forest Drive will be closed to traffic due to the required depth of the sanitary sewer in this area. The contractor noted the water table is four to five feet higher than when the project was bid. Water service will be maintained to the properties on the north side of Woida Road during construction. The contractor would like to expand the contracted hours of work from 7:00 a.m. to 8:00 p.m. to 6:00 a.m. to 10:00 p.m., Monday through Friday. The residents attending the informational meeting were supportive of the extending the work hours to expedite the project. Project information will be updated regularly on the City's website. City staff continues to compile email addresses for emailing project updates to property owners. Residents attending the informational meeting understood the importance of connecting their services at the time of construction to save de-watering expenses. Staff will review the City's mailbox policy.

Requested Briarwood Lane Improvements

Briarwood Lane from Brentwood Road to its southern cul-de-sac terminus is approximately 1,710 feet long and is a gravel street maintained by the city. The area consists of developable lots primarily on the west side of the street, three lots are currently developed residential houses and two are undeveloped residential lots. The east side of Briarwood Lane is bordered predominantly by wetlands. Municipal water and sewer do not serve the area. The developer of the Jasper Heights plat was required to pave Joler Road within the platted area. Finance Director Vacinek prepared an assessment analysis, which recommends if the council wishes to pursue an improvement project, it is recommended to have the city cover 44% of the project's costs due to the unique wetland situation. Based upon the estimated \$60,000 project cost, the city's share would be about \$26,541 and the assessed amount would be about \$33,459. As the developed area of the five lots are relatively uniform, it would be recommended to assess the improvements on a per lot basis, resulting in an assessment to the five developed or developable lots of about \$6,692 per lot, based on an estimated \$60,000 improvement project. It is further recommended to utilize the twelve-year assessment term, similar to a reconstruction and full depth reclamation project as identified in the assessment policy. The City last met with the Briarwood Lane residents in 2009 to discuss an improvement project. The improvement could be completed as a spring 2015 project. Public

Works Director/ City Engineer Walter will develop an estimated cost for applying dust control. The Council consensus was to conduct a public informational meeting this year. City Administrator Heitke will ask Council to set a date for the public informational meeting during his report under the regular council meeting agenda.

Eagle Drive and Eagle Ridge Drive Project Update

Public Works Director/City Engineer Walter meet with Brainerd Public Utilities (“BPU”) last Wednesday to discuss connecting the Eagle Ridge Drive and Eagle Drive properties to the city of Brainerd’s sanitary sewer system. BPU was receptive to the connection as long as the homes are metered and an agreement is approved. The properties could also connect to the city of Brainerd’s water service. The City of Baxter would bill the properties for sanitary sewer and water services. Public Works Director/City Engineer Walter will develop a comparison cost estimate for connecting the properties to the City of Baxter’s system on the north side of CSAH 48 and connecting to the city of Brainerd. It is also further recommended to explore vacating a portion of Eagle Drive. The council was receptive to connecting the properties to the city of Brainerd. The council consensus was to update the feasibility study.

Falcon Drive Bid Results

Kevin Wernberg, WSN, explained Falcon Drive bids were opened at 11:00 a.m. Bids were received from DeChantal Excavating, LLC for \$174,347.94 and Anderson Brothers Construction Co. for \$184,122.51. The low bid is about 40% higher than the engineer’s estimate of \$124,534.60. Analysis of the low bid unit prices indicates prices were generally higher than the engineering estimate across the board with the largest increases in mobilization, common excavation, bituminous, curb and gutter and topsoil borrow. Mr. Wernberg does not see a benefit to rebid the project. If the council determines the project is economically feasible, it is recommended the Council set the assessment hearing for August 6.

Edgewood Drive Stormwater Feasibility Study

Water is backing up on the Johnson Mini Storage property. The City filled a large amount of the adjacent wetland when the frontage road was constructed. Mr. Wernberg explained the culverts north of Novotny Road flow easterly under the highway and water flows westerly south of the culverts. It has been determined the MN DOT ditch is causing an impediment to keep the water flowing. Water flow could be improved if the ditch was lowered by approximately one foot. It was also determined a beaver dam is causing the water to back up. Mr. Wernberg explained the council has two options to consider. The simplest and least expensive option would be to excavate one foot of dirt from the ditch for \$8,300 and work with the private property owner to remove the beaver dam. The second, more costly option, would be to build a control structure to either pipe or construct a ditch across Woida Road to connect into the section six storm water for a cost of \$100,000. The Utilities Commission reviewed and expressed concerns with changing the flow of the water and violating the existing boundaries of the water shed. Crow Wing County could not locate ditch records for this area. MN DOT will be approached to determine if they can utilize their equipment to clean the ditch. The Council was supportive of considering the least expensive option to resolve the water problem.

MOTION by Council Member Moser, seconded by Council Member Cross to adjourn the work session at 6:53 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Todd Holman
Vice Mayor

Kelly Steele
Assistant City Administrator/Clerk