

**BAXTER CITY COUNCIL MINUTES**  
**Special Meeting**  
**August 10, 2017**

Mayor Darrel Olson called the special meeting to order at 7:30 p.m.

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

COUNCIL MEMBERS ABSENT: Council Member Todd Holman

STAFF PRESENT: City Administrator Bradley Chapulis, Assistant City Administrator Kelly Steele, and Public Works Director Trevor Walter.

**2017 EXCELSIOR ROAD RESIDENTIAL AREA ASSESSMENT HEARING**

Kevin Wernberg, of Widseth Smith Nolting, explained, the project recommendations made by the utilities commission and action taken by the council, including the Improvement Hearing held on February 2, 2017. The council will consider adopting the assessment roll and awarding the construction contract on August 15, 2017. The project would be completed by mid-October.

The proposed improvements include a 6.5" full depth reclamation of existing bituminous pavement and installation of 4" of new bituminous pavement. The new section will be designed to meet the required state aid 10-ton design strength. Existing driveways will be removed to the right-of-way line and repaved to match the new roadway height. Manhole casings and valve boxes will be reconstructed. New pavement markings will be applied. All residents will receive a new swing away style mailbox support. Storm sewer and ditching improvements will be completed. Existing street lighting will be replaced with LED style fixtures and two additional lights will be added for a total of eleven streetlights.

The existing right turn lane on Grand Oaks will be removed for the construction of a 12' wide separated bituminous trail along the west side from Excelsior Road north to the existing trail. An additional 7' of right-of-way acquisition will be necessary to accommodate the separated trail.

The estimated total project cost at the improvement hearing was \$653,240 and \$638,219.60 at the assessment hearing.

One hundred percent of the full depth reclamation costs, up to 26' in roadway width, are assessed to the benefiting properties. Benefitted properties include all properties addressed off Excelsior Road between Inglewood Drive and Forest Drive. The unit assessment method has been applied because most of the residential properties are of similar size. Some property owners may receive more than one assessment if the lot is large enough to be subdivided, was previously consolidated or if they own more than one lot of record.

The City costs include roadway costs in excess of 26' in width, bituminous thickness in excess of 3.5", storm sewer, street lighting, bike lanes, trail, and five unit assessments for the back lot frontage between Glenwood Drive and Oaks Drive.

The estimated project cost is \$442,598.92. The estimated City cost is \$172,776.96. The estimated assessable cost is \$269,821.96. There are 47 assessable lots within the project boundary. The estimated cost per unit/lot is \$5,740.89.

Prepayments and partial assessment payments are allowed up to 30 days following council adoption of the assessment roll. Assessment balances will be certified to the Crow Wing County Auditor with payments to begin on the next year's county tax statement. The assessment balance will be amortized over a 12-year assessment term. The interest rate is estimated at 4.75%. Future payoff requirements after certification will accrue interest through the end of the year. After 2017, payments in full must be made by November 15 to either the City of Baxter or Crow Wing County Auditor to avoid payment the following year's interest. The City offers assessment deferrals for residential homestead property owners meeting hardship requirements.

The total project cost is \$638,219.60, the total assessed cost is \$269,821.97, and total city cost is \$368,397.63.

The project contractor will be Tri-City Paving, Inc. of Little Falls. The council will consider a resolution adopting the assessment rolls on August 15, 2017. The council will also consider awarding the construction contract on August 15, 2017. A public informational meeting is scheduled for 6 p.m. on August 22, 2017. Construction will begin in August and will be completed in October.

Council Member Barrows inquired if CenterPoint Energy is replacing the gas main. Public Works Director Walter explained CenterPoint Energy would be installing a new gas main on the north side of Excelsior Road from Forest Drive to Inglewood Drive. They will be removing the existing asbestos wrapped gas line.

Mayor Olson opened the Assessment Public Hearing at 7:45 p.m.

Craig Anderson, 6683 Excelsior Road, inquired if Excelsior Road is county highway 160, why is the city calling it a residential road, why is the city completing a 10-ton design, and the property owners are being assessed for something that is not needed. Public Works Director Walter explained the City and Crow Wing County exchanged Mapleton Road for Excelsior Road fifteen years ago. Excelsior Road is a municipal state aid street and requires a 10-ton design. Property owners are being assessed for a residential assessment for bituminous of 3 .5", and up to 26' wide roadway, the City pays for the rest. Mr. Anderson explained Excelsior Road is not an average residential road and the assessment is an unexpected bill.

An audience member explained a large number of tractor trailers use Excelsior Road and asked if the City is going to enforce weight limits and speed limits. Public Works Director Walter explained the city cannot stop truck traffic but does enforce load limits.

Reg Siemers, 7146 Excelsior Road, explained he agrees traffic will become heavier and inquired if the city will be resolving the storm water issue. Public Works Director Walter explained a storm water pipe will be installed with this project but cannot be connected into the new storm sewer pipe until next year when the commercial project is completed.

Ms. Anderson inquired if the property owners will be assessed for the trail. Public Works Director Walter explained the trail is 100% city cost.

Ms. Anderson explained vehicle traffic travels much faster than the posted speed limit.

Mayor Olson explained the project features are designed to improve safety.

Council Member Cross explained the fourth leg of the roundabout would be designed to direct traffic to TH 210.

Mayor Olson explained the police department could place the speed trailer along Excelsior Road to help reduce speeders.

Kaylee Hopper, 6974 Excelsior Road, inquired if there will be days their driveways will not be assessable. Public Works Director Walter explained there will be limited hours driveways will not be assessable. Ms. Hopper asked if property owners would receive advance notice of the closure. Public Works Director Walter explained there would be a public informational meeting on August 22 for additional construction information. Property owners can provide their email address to the City to receive project updates.

An unidentified audience member asked if they could put their own mailboxes on the new swing away poles. Public Works Director Walter said yes.

Ms. Hopper asked if the city considered charging other people who use the road. Council Member Cross explained each property owner pays for the street in front of his or her home, so everyone pays.

**MOTION** by Council Member, seconded by Council Member to close the public hearing at 8:17 p.m. Motion carries unanimously.

Public Works Director Walter explained the next steps would be for the council to consider adopting a resolution on Tuesday, August 15, 2017 at 7:00 p.m. to consider adopting the 2017 Excelsior Road residential area assessments and award the contract to Tri-City Paving.

**MOTION** by Council Member Cross, seconded by Council Member Barrows to adjourn at 8:19 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator