

BAXTER CITY COUNCIL MINUTES
Work Session
November 18, 2014

Mayor Darrel Olson called the City Council Work Session to order at 5:30 p.m.

MEMBERS PRESENT: Mayor Darrel Olson and Council Members Jim Klein, Rob Moers, and Mark Cross.

MEMBERS ABSENT: Council Member Todd Holman

STAFF PRESENT: City Administrator Gordon Heitke, Assistant City Administrator Kelly Steele, Finance Director Jeremy Vacinek, and Public Works Director/City Engineer Trevor Walter

Review Feasibility Report for Golf Course Drive

Consulting Engineer Aric Welch of WSN explained the purpose of the feasibility report is to address sanitary sewer collection systems, water distribution systems, storm sewer systems, and roadway improvements for the project area. The City is considering resurfacing the southerly portion of Golf Course Drive from Excelsior Road to Universal Drive, and the northerly portion from Links Lane to Wolda Road. The middle segment from Universal Drive to Links Lane is proposed to be reconstructed and the storm sewer replaced due to past failures. Consulting Engineer Welch recommends the Council deviate from the pavement management plan because of the poor condition of the storm sewer.

Consulting Engineer Welch explained the estimated cost for the full depth reclamation of Excelsior Road to Universal Drive is \$166,920, the reconstruction of Universal Drive to Country Club Estates is \$397,890 for the storm sewer portion and \$430,830 for the roadway, and the estimated cost for the mill and overlay of County Club Estates to Wolda road is \$125,840. The total project cost is estimated to be \$1,121,480.

Consulting Engineer Welch explained the costs for the proposed improvement were assumed to be generated via City contribution and special assessments to benefitted property owners. All estimated assessments were determined in accordance with the current assessment policy. Based on the current assessment policy, all costs for proposed roadway improvements would be assessed to the benefitted property owners, with no City contribution. Storm sewer improvements would also be assessed to the benefitted property owners, with the exception of removing and replacing the existing storm sewer components, which would be a City Contribution. Since the parcels in the project area vary significantly in size, the front foot assessment method was utilized. The total estimated City contribution is \$273,070 and the total estimated assessed portion is \$848,410. The significant cracking on the north end of the roadway is concerning to Consulting Engineer Welch. The Council may want to consider reclamation in this area to extend the expected roadway life by 20 years. This will increase the project cost by approximately \$83,000. The Council discussed the amount of truck traffic and the road weight. Consulting Engineer Welch will review if the north and south ends of the roadway can be constructed as a ten-ton road and if there is an alternate process to address the cracking. Staff will review if the storm sewer pipe was an original assessed cost.

Excelsior Road Improvement Project: Review 95% Plan Submittal to State

Scott Hedlund of SEH provided an exhibit depicting the scope of the project area. Staff is looking for council consensus for the 95% plan review. Mr. Hedlund explained the new entrance for the Trail Head Business Center would be provided. The new entrance will also be required for the future Cypress project. The Council discussed storm water treatment for the project area. Street lighting will be installed

on the north side of the roadway, similar to the lighting used near Forestview Middle School. The Council supported replacing the pedestrian crossing device new Mills Fleet Farm with the same style proposed for the Excelsior project. This replacement may trigger ADA compliance upgrades. City Administrator Heitke explained the city would need a funding source for the replacement because this is outside of the scope of the project.

Isle Drive Update

City Administrator Heitke explained this update was added to the agenda as a placeholder. The project will be discussed in a closed session under the city attorney report during the regular meeting. Next Monday is the Isle Drive improvement hearing.

Woida Project Update

Consulting Engineer Welch explained due to the winter weather conditions, he issued a directive for the contractor to clean up the project area and to make the project area safe for winter. The contractor has completed most of the items. There are a few signs that need to be installed and they are working on the ditch. A barrier will be installed to prevent vehicles from using the temporary access. Consulting Engineer Welch is not prepared to discuss contractor time extension requests.

2015 Budget

Finance Director Vacinek reviewed the water fund budget. Cash is being held in escrow to pay off the 2007A bond. Proposed equipment purchases were discussed. \$150,000 has been budgeted for future capital projects. Finance Director Vacinek is not recommending a water rate adjustment for 2015.

Finance Director Vacinek explained \$21,000 from the general fund would be transferred to the street seal coating fund due to health insurance premiums being lower than budgeted. Funds have been budgeted for trail sealcoating.

Finance Director Vacinek explained he would wait until after one more billing cycle before further analyzing the reason for the city being billed for more treated gallons of sanitary sewer than we are billing out. Future capital projects were discussed.

Finance Director Vacinek reviewed the storm water enterprise fund, including future capital projects.

MOTION by Council Member Cross, seconded by Council Member Moser to adjourn at 6:52 p.m.
Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel L. Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk