

BAXTER CITY COUNCIL MINUTES
Work Session
December 15, 2015

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

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

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: City Administrator Gordon Heitke, Community Development Director Josh Doty, Assistant City Administrator Kelly Steele, Public Works Director Trevor Walter, and Finance Director Jeremy Vacinek

Amended Excelsior Road Traffic Study

Chuck Rickart, WSB, explained the council approved the Excelsior Road Area Transportation Study on August 4, 2015. Since that meeting, concerns have been raised with respect to timing of the recommended alternative for the alignment of the Fairview Road extension and realignment of Edgewood Drive. The concern is that development north or south of Excelsior Road may not be completed at the same time and that the improvements may need to be completed separately.

Based on those discussions two additional alternatives were recommended to be studied. These are options that could be constructed as potential short-term solutions prior to construction of the full recommended Alternative #2.

Alternative #4 provides for a roundabout at the new Fairview Road intersection and $\frac{3}{4}$ access at the existing Edgewood Drive. This alternative would be similar to Alternative #1 with the Fairview Road connection to Excelsior Road on the west side of the site leaving Edgewood Drive where it is located today. It would however, assume a roundabout at Fairview Road and revises Edgewood Drive to a modified $\frac{3}{4}$ access intersection, not allowing the eastbound to northbound left turn until such time as the roadway was required or could be realigned.

Alternative # 5 provides for the realignment of Edgewood Drive to the west approximately 350 feet without the Fairview Road connection to the south until the roadway is constructed with future development.

Mr. Rickart explained a capacity and level of service analysis was completed for the study area intersections for 2017, which is the year after the proposed initial development would be completed,

and for the 2035 conditions, which represents the 20-year design timeframe assumed to be full development of the area.

Alternative #4 shows that all intersections would operate at overall LOS D or better in 2017 and 2035 during both the weekday morning and evening peak hours. The only exceptions are at the Edgewood Drive $\frac{3}{4}$ access intersection in 2035 during the evening peak hour would operate at an overall LOS E, and at the intersection of TH 371 and Excelsior Road in 2035 during the evening peak hour which would operate at an overall LOS E.

Alternative #5 shows that all intersections would operate at overall LOS D or better in 2017 and 2035 during both the weekday morning and evening peak hours. The only exception is at the intersection of TH 371 and Excelsior Road in 2035 during the evening peak hour that would operate at an overall LOS E.

Mr. Rickart explained based on the supplemental traffic analysis, two additional alternatives were included with the analysis to provide a connection from Fairview Road to Excelsior Road to accommodate potential phasing of future development in the area. Alternative #4 Fairview Road connection to Excelsior Road without realignment of the existing Edgewood Drive with a roundabout at Fairview Road and $\frac{3}{4}$ intersection at Edgewood Drive. Alternative #5 Edgewood Drive realignment with no Fairview Road connections.

Intersection traffic operations for the 2017 and 2035 build alternatives shows that all intersections would operate at overall LOS D or better in 2017 and 2035 during both the weekday morning and evening peak hours. The only exceptions are with Alternative #4 at the Edgewood Drive $\frac{3}{4}$ access intersection in 2035 during the evening peak hour would operate at an overall LOS E and for both Alternative #4 and #5 at the intersection of TH 371 and Excelsior Road in 2035 during the evening peak hour which would operate at an overall LOS E.

Based on the analysis either short-term alternative would provide safe and efficient vehicle operation in 2017, however by 2035 the recommended Alternative #2 from the original traffic study should be constructed.

Mr. Rickart explained based on these conclusions it is recommended to allow either Alternative #4 or #5 as a short term improvement depending on how development occurs adjacent to Excelsior Road and construct the Fairview Road to Excelsior Road Alternative #2 recommended plan as adopted when development occurs both north and south of Excelsior Road or prior to 2035.

Excelsior Road ICE Report

Mr. Rickart explained the report documents the existing conditions, operations, and safety concerns at the intersection and analyzes the proposed future traffic volumes with the existing and proposed traffic control and lane geometry.

For analysis purposes, a 20-year (2035) forecast was developed for turning movements at the intersection. Several traffic control options were studied for the intersection of Excelsior Road and Fairview Road/Edgewood Drive, including an all-way stop, traffic signal, and a roundabout.

The intersection of Excelsior Road and Edgewood Drive does not currently meet the guidance for an all-way stop. Although no traffic warrants for roundabouts currently exist, if a traffic signal or an all-way stop warrant is met, a roundabout should also be considered as a warranted traffic control device. There are no signal or all-way stop warrants that are currently met for this intersection. A roundabout will improve future roadway conditions now and into the future. A roundabout would be constructed with the extension of Fairview Road and the realignment of Edgewood Drive. The ICE report will be submitted to MnDOT for review. A feasibility study will be prepared to provide design details, cost, and funding. The city would have to acquire right-of-way for the roundabout. The roundabout would be designed as a one-lane roundabout. If the city would consider adding a lane in the future, the additional right-of-way should be acquired now.

Fairview Road and Parallel Trail Project

City Administrator Heitke explained he has prepared some alternatives from comments received during the public hearing. City Administrator Heitke further explained there are some issues with the alternatives and timing concerns requiring council discussion.

Scott Hedlund, SEH, explained he would like to discuss the feedback received from the informational meeting, the project construction options, and the project schedule. Mr. Hedlund described a common concern expressed during the informational meeting was the need to provide screening from the trail; however the screening will add significant cost to the project. Mr. Hedlund summarized comments received from the property owners. A majority of the association property owners were against the trail. Mr. Hedlund received written comments from both churches. Mr. Hedlund asked the council what is the goal of the trail. Mr. Hedlund reviewed various trail routes and explained state aid standards for trails.

MOTION by Council Member Barrows, seconded by Council Member Nystrom to recess the work session at 6:57 p.m. and to resume following the completion of the regular meeting. Motion carries unanimously.

The Council resumed the work session at 7:25 p.m.

The consensus of the council was to move forward with a five-foot bike and pedestrian lanes on both sides of Fairview Road, the project would be constructed in 2016, and a trail would be constructed from Knollwood Drive to Inglewood Drive. Mr. Hedlund explained he would draft an updated project schedule and reminded the council negotiating easements is not included of the scope of the current SEH contract.

E-Cigarettes

Assistant City Administrator Steele explained based on previous council discussions an ordinance amendment was prepared to provide for licensing of e-cigarettes and to address sampling of licensed establishments. A second ordinance was drafted to prohibit the use of e-cigarettes in all public spaces the Minnesota Clean Indoor Air Act covers with a specific description allowing e-cigarette sampling in tobacco product shops. Alicia Bauman, with CentraCare, explained if the council moves to prohibit the indoor use of e-cigarettes in all public Baxter locations, she is available to help implement the new ordinance.

City Administrator Heitke explained he reached out to Crow Wing County and the city of Brainerd but neither expressed interest in considering a ban.

The consensus of the council was to move forward for adoption on January 5, 2016.

Adjournment

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn at 7:45 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Todd Holman
Vice Mayor

Kelly Steele
Assistant City Administrator/Clerk