

**BAXTER CITY COUNCIL MINUTES**  
**Work Session**  
**December 20, 2016**

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

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

COUNCIL MEMBERS ABSENT: Council Member Quinn Nystrom

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

**2018 CYPRESS DRIVE IMPROVEMENTS PROJECT GEOMETRIC LAYOUT APPROVAL**

SEH Consulting Engineer Scott Hedlund reviewed project geometric layout which is the foundation for further development of the project. Mr. Hedlund reviewed several maps depicting the project area and the council held an extensive discussion on traffic volumes, bike and pedestrian trails and street lighting. A trail connection to the Arbor Glen Development was discussed since the City has received inquiries from the residents in the development.

Mr. Hedlund explained that south of College Road, assuming the City connects to County Road 48, two lanes in each direction is not needed based on the traffic volumes.

Council Member Holman stated this is a huge and very significant project and he likes all of the components which are driven by the City's Comprehensive Plan and traffic plans.

Consensus of Council Member Holman and Council Member Barrows was to move forward with the project layout and the bike and pedestrian trails. Council Member Cross stated that if the City is going to do bike trails than they should be done at this time; however the County Road 48 intersection design should be reviewed for sizing.

A feasibility study will be the next step in the project which would include estimated assessment costs for the project.

**2017 EXCELSIOR ROAD/FAIRVIEW ROAD/EDGEWOOD DRIVE IMPROVEMENTS PROJECT GEOMETRIC LAYOUT DISCUSSION AND 2017 EXCELSIOR ROAD FROM INGLEWOOD DRIVE TO FOREST DRIVE FULL DEPTH RECLAMATION FEASIBILITY STUDY**

WSN Consulting Engineer Welch informed the City Council that he, WSB Consulting Engineer Chuck Rickart and Public Works Director Trevor Walter recently met with both Joe Brenny and Steve Quisberg. Mr. Welch requested the geometric layout discussion be tabled until the next meeting in order to address those issues.

Mr. Welch explained the estimated assessments appear to be slightly higher in comparison to past full depth reclamation projects. The estimated assessment is approximately \$8,264.00 per lot or

\$68.00 per foot with about 20 percent of the frontage property on the road which is not able to be assessed, based on configuration of corner lots and back-lot frontage.

Mr. Welch said this means assessable costs for the project are being spread among fewer properties, resulting in higher assessments. If the city allowed the property to develop with back lots on the frontage road, the council should consider picking up additional costs to make assessments more equitable.

Mr. Welch inquired if the city should pick up the added cost to build the street to a 10-ton design. Building to that level means 4 inches of pavement. A typical city street in Baxter has 3.5 inches of pavement. Welch said WSN is recommending the city pick up the costs for the increased blacktop.

Mr. Welch discussed lighting costs of \$150,000 to \$175,000. Public Works Director/City Engineer Walter stated the street already has three more lights than an average Baxter city street. The lights are also more than 20 years old and even if the city just replaced the existing lights, the upgrade would likely make it brighter.

Council Member Holman stated some residents want to take lights out and others would like additional lighting. Council Member Holman stated Excelsior Road has higher traffic volumes and comes off a commercial corridor, he felt it should be consistent with the light pattern.

Public Works Director/City Engineer Walter suggested adding two more lights for a total of 11 for consistent lighting. CD Director Doty stated a brighter street for greater safety doesn't have to equate to glare to disturb the neighbors as shielding can be used and present a much better option in terms of glare into people's homes.

City Consulting Engineer Welch asked if the city would assess the lighting cost or have it be a city cost. Council Member Holman felt it should be a city cost as it would be hard to argue a benefit to the properties to add two lights.

### **WSB ENGINEERING CONTRACT FOR 2017 EXCELSIOR ROAD/FAIRVIEW ROAD/EDGEWOOD DRIVE IMPROVEMENTS PROJECT**

WSB Consulting Engineer Rickart informed the commission the contract is for preparation of final design plans and construction services.

The project consists of the extension of Fairview Road from where it ends today adjacent to TH 210 to Excelsior Road; the re-alignment of Edgewood Drive north of Excelsior Road; construction of a roundabout at the new intersection of Excelsior Road and Fairview Road/Edgewood Drive, reclaiming and reconstruction of Excelsior Road from Forest Drive to Inglewood Drive and area wide pedestrian improvements.

### **WSN COUNTY STATE AID HIGHWAY 48 SILENT RAILROAD CROSSINGS IMPROVEMENTS FEASIBILITY REPORT**

WSN Consulting Engineer Welch reviewed the feasibility of upgrading the existing Highland Scenic Road BNSF railway crossing to a silent crossing configuration. The mill and overlay project was originally initiated by Crow Wing County and preliminary comments from the City of Baxter were requested.

After discussions by both parties, the county will stop the mill and overlay project at Foley Road and the City will finish the improvements from Foley Road to T.H. 210.

Mr. Welch explained the roadway and railroad crossing will need to meet current silent railroad crossing standards. A bituminous trail is also proposed to be constructed on the east side of CSAH 48. A pedestrian maze consisting of suitable material is proposed at the trail crossing which is designed to slow trail users as they approach the crossing and make them look in both directions.

Estimated total project costs for the improvements is \$334,625.00. Crow Wing County's share is estimated at \$73,115.00 or 22% of the project cost and the City's portion is estimated at \$261,510.00 or 78% of the project cost. Mr. Welch informed the commission that Crow Wing County's Assistant Engineer Rob Hall has reviewed the report and has no concerns.

Mr. Welch explained that since part of the work involved expansion and modification of the BNSF Railway crossing, the City will need to work closely with BNSF to coordinate and schedule the improvements.

**MOTION** by Council Member Holman, seconded by Council Member Cross to recess at 6:56 p.m. to the regularly scheduled meeting. Motion carries unanimously.

**MOTION** by Council Member Barrow, seconded by Council Member Holman to reopen the Work Session at 8:05 p.m. Motion carries unanimously.

**2017 CROW WING COUNTY HIGHWAY DEPARTMENT RESURFACING OF COUNTY STATE AID HIGHWAY 48 FROM FOLEY ROAD TO COLLEGE DRIVE IMPROVEMENTS PROJECT – CITY OF BAXTER COST PARTICIPATION REQUEST**

Public Works Director/City Engineer Walter reviewed the cost participation request for the 2017 Crow Wing County resurfacing of County Road 48 from Foley Road to College Drive. The project will include ADA requirements and full width mill, fill of the roadway in the urban areas and mainline mill and fill with full width overlay in the rural areas.

Two storm water ponds will be designed to provide sediment basins for two of the storm sewer outlets to Rush Lake. One of the ponds will be constructed on City property and the second pond will be constructed if an easement is obtained from the private property owners.

Public Works Director/City Engineer Walter stated the estimated costs for the project is \$63,312.00. Consensus of the City Council was to move forward with the project in the amount of \$63,312.00 and to request a delayed payment plan to work into the budget.

**ADJOURNMENT**

**MOTION** by Council Member Holman, seconded by Council Member Cross to adjourn at 8:30 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Mary Haugen  
Administrative Assistant