

**CITY OF PARK RAPIDS
SPECIAL CITY COUNCIL MEETING
PUBLIC HEARING
MARCH 11, 2014, 5:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The March 11th, 2014 Special Meeting of the Park Rapids City Council was called to order at 5:03 p.m. by Mayor Pat Mikesh, and everyone present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Mayor Pat Mikesh, Councilmembers Dave Konshok, Rod Nordberg, Erika Randall, and Paul Utke. Absent: None. Staff Present: Administrator John McKinney, Public Facilities Maintenance Superintendent Chris Fieldsend, Planner Dan Walker, Police Chief Terry Eilers, Treasurer Angela Brumbaugh, and Clerk Margie Vik. Others Present: Jon Olson from Apex Engineering Group, Glenys Hotzler, Bonnie Disselbrett, Ron Norenberg, Barbara Curtis, John Meyer, Bob Berdahl, Stephen Pritchard, Bill Cowman, Stacey Hوجلund, Deb Webster, Mike Offerdahl, Ernie and May Koskela, Joel Vorhes, Doug Winkler, Cynthia Jones, Bob Seifert, and Anna Erickson from the Enterprise.

3. PUBLIC HEARING FOR THE RIVERSIDE AREA – PHASE ONE STREET AND UTILITY RECONSTRUCTION PROJECT:

3.1. Presentation of the Riverside Area – Phase One Street and Utility Reconstruction Project: A motion was made by Utke, seconded by Nordberg, and unanimously carried to open the public hearing at 5:05 p.m.

Jon Olson, from Apex Engineering Group, stated I've been working with the city on the Riverside Area-Phase One Project. I'll present a general overview of where the project is at, the proposed improvements, and the assessment process. Then I'll turn it over to the Mayor for the public's comments and questions.

Olson stated the purpose of this public hearing is because it's a requirement of Minnesota State Statutes 429. That is the statute that defines the procedure that is necessary for the city to follow to assess benefiting properties. It also gives us an opportunity to notify the community of the projects and to hear your questions, concerns, and comments that you may have. It can be a benefit as well as being a requirement.

Olson stated the city develops projects based on preliminary evaluation, the design phase, the construction, and then the assessment hearing. We're in the preliminary phase. The first step is to identify the areas of need. That is then scheduled in the city's capital improvement plan (CIP). This area has been scheduled for several years. The next step is to put together a preliminary engineering report for the project where we study the area. Then we schedule and hold a public hearing. We provide a brief summary of the engineering work and an opportunity to gather public input. Design would follow if the

Council chooses to move forward with the project. We go out and do a survey, and then create the construction documents. We then put the project out for bids, select a contractor, and then proceed to construction. We're at the very beginning stages of this project. Following the construction we hold an assessment hearing. It is there that we have actual assessment amounts for each parcel.

Olson stated this project was reviewed three years ago. A report was prepared and we did hold a hearing back in 2011. At that time it was determined that the timing wasn't right and the city elected to postpone it.

Olson stated the project area includes Riverside Avenue, from Highway 34 to Sixth Street, Washington Avenue, from Highway 34 to Fifth Street, portions of Second Street, Third Street, Fifth Street, and Sixth Street, and several alleys. There is a little portion of Sixth Street and an alley running between Fifth and Sixth that was not included in the study done in 2011, yet has been added at this time. The lower portion of Riverside and Forest Avenue, and the adjacent alleys, that was included in the 2011 review of the project. That was broken out of there to be included in the next phase of the project.

Olson stated the existing conditions of the underground utilities are the primary driver for this project, the sanitary sewer primarily. In the entire project area is the original vitrified clay tile pipe. We don't know the exact date but we are estimating it was prior to 1940. It ranges in size from eight inch to fifteen inch. Fifteen inches is a large main capable of conveying large volumes of flow. Those mains are servicing an area well beyond just the adjacent properties. We televised the mains in August of 2013 and found that the conditions in all areas were quite poor, heavy joint separation, root intrusions, sags. It was evident that the existing conditions of these mains are beyond its useful life. Without frequent maintenance it certainly would not operate as intended.

Olson stated the watermain on Washington and Third is the original cast iron pipe. We are estimating that to be fifty to sixty years in age. Riverside and Fifth was updated in 1977 and 1986 to PVC pipe, which is likely well within its useful life. The surfaces on the other hand are probably getting to the end of their useful life. On Second Street we have a one block segment where there is no existing watermain at that location.

Olson stated the majority of the area is collected by storm sewer, with the exception of Riverside. The majority of Riverside is not collected by storm sewer. The trunk line runs through the park property. That was installed in 1986, reinforced concrete pipe (RCP), and it's overall in very good condition. The segment on Washington Avenue, from Highway 34 down to Third Street, is an older segment storm sewer and that is showing similar signs to the sanitary sewer, root intrusion, joint separation. That segment is older.

Olson stated the proposed improvements mimic the exact project location, Riverside Avenue from Highway 34 down to Sixth, Fifth Street from Washington to Riverside, Third Street from Highway 71 to Riverside, and Washington Avenue from Highway 34 down to Fifth Street, as well as the previously mentioned alleys. Everywhere that we'll be working will include sanitary sewer improvements. We've been asked if we can line these mains without doing the open excavation. The answer is yes, in a lot of cases there is. Based on the existing condition that we found from the televising report, these mains are well beyond that bore lining. It's not of a condition that is suitable for bore lining. The method of reconstruction would be open excavation, digging down and replacing that main. We'd be upgrading to PVC mains and replacing the services from the main to the property line.

Olson stated the proposed watermain improvements are far less extensive. We'd be replacing watermain on Washington, as well as adding that segment that doesn't have any watermain on Second, replacing the existing watermain on Third, and on a segment of Washington between Fourth and Fifth. We'd be upgrading those mains to PVC and we are recommending that we replace the services. Not only in those areas that we are installing new, but also in the existing areas where the mains were updated in 1977 and 1986.

Olson stated the proposed storm sewer includes that segment on Washington between Highway 34 and Third Street, which is of older construction and in poor condition. We recommend that be replaced and extending new storm sewer on Riverside Avenue. Along with the street improvements we need to extend the storm sewer to the north and south to collect storm water.

Olson stated the proposed street and sidewalk improvements vary from segment to segment. Generally speaking, we would be recommending full reconstruction within all areas at this time. Once we get outside and do the survey in the design phase, we'll re-evaluate that to determine if there is any existing infrastructure that does have useful life yet. We're at the stage right now that it is snow covered and it's challenging to physically verify the condition. At this time the report assumes full reconstruction, however there is an opportunity that we may be able to scale that back in certain locations. We'd be generally updating the street, or reconstructing the street to an urban design, which is a street with curb and gutter on both sides. We'd be adding sidewalk on Riverside in accordance with the city's sidewalk plan, and reconstructing the sidewalk in other areas. One area that we are going to try to protect is on Fifth Street. Once we do the underground and street improvements, a lot of times we get into the driveways and aprons, anything that is removed as part of the project, would be replaced to the existing condition with new materials.

Olson stated the estimated project costs are broken down by each work item. The total project cost is estimated to be \$2.7 million. The estimated assessment rates are calculated based on the work items. In accordance with the city's assessment policy the project is proposed to be partially assessed. In accordance with the policy, watermain and sanitary sewer are 100% assessable for the standard six inch diameter watermain, and eight inch for the sanitary sewer. Anything above those sizes would be the city's responsibility. Watermain and sanitary sewer are assessed by linear foot. If your property is one hundred feet, you would be assessed for one hundred feet. Storm sewer is 90% assessable to the adjacent property. We are assuming standard size mains, which is assessed per area. Sidewalk is 50% assessable per linear foot. Street is 60% assessable for standard size. Standard size residential varies from thirty-six to forty feet. Commercial standard size is forty-four feet.

Olson stated corner lots are treated differently. Water and sewer is only assessed on the short side regardless of where the improvement is. If you get your water off the long side on a corner lot you'll be assessed for the main on the short side. The street and sidewalk, if the improvements are on both sides would be assessed for the short side distance, plus one half of the long side up to 150 feet. If you have a 150 foot long side lot you'd be assessed 75 feet of that side lot. You get some credit based on that. For a commercial lot that credit is bumped up to 200 feet. Anything beyond that 150 or 200 foot is assessable.

Olson stated once we apply those percentages from the policy to the project costs we come up with a pretty even split, an assessable cost of \$1.3 million, and city share of \$1.34 million. For a standard fifty foot lot on Riverside Avenue, we're estimating an assessment of \$11,100.00. A one-hundred foot residential lot on Riverside is estimated at \$19,100.00. A corner, one hundred foot lot on Riverside is estimated at \$29,000.00. A one hundred foot lot of Washington Avenue is \$20,900.00. A residential one hundred foot lot on Fifth Street would be \$15,900.00. A one-hundred foot commercial property would be estimated at \$24,000.00. If your lot doesn't fit in there and you're not comfortable calculating it, I would be happy to stick around after the meeting to help you with your individual lot to give you a better idea of what exactly you may be looking at. I will also provide you with my contact information and you can call or email me later.

Olson stated anytime we do a reconstruction project there is disruption to the adjacent properties. There is no way to get around that. I do want to emphasize that we try to do whatever we can to minimize that impact. The goal would be to work with you on a one to one basis to keep you informed of where we are at, what's coming up, where you may be experiencing some disruptions, and interruptions in traffic. We do try to get every property owner into their own driveway every night. We really try to push for that. There are a couple of exceptions, when we're doing concrete work, when we just can't drive over that concrete. We really do try to minimize those impacts.

Olson stated once construction starts in full we'll be having weekly meetings that are open to the public. Given this construction will be a little later in the season, we're looking at doing the design in early summer, late summer construction. We're thinking this will likely be a two season construction. A portion of it will be done in 2014, and the remainder done in 2015. Anything that is opened up and removed in 2014 would be replaced in 2014. The goal would be to get everything built back up so that you're not having to drive on gravel throughout the winter. Those exact phasings will be determined once we get a feel for the design requirements.

Olson stated if the Council moves forward the design phase will start in April and goes to June. The bidding process will take place in July, with an August start for construction. The assessment hearing will take place in the fall of 2014 or in the summer of 2015.

Council Comments:

Nordberg: Is anything assessable about alleys?

Olson: Yes. There is a sanitary sewer that will be replaced in the alley that would be assessable. If you are served off of that main, as well as the restoration of the alley you will be assessed. What we are proposing in the two alleys would be a bituminous covering instead of your gravel you'd have a bituminous alley. I believe the estimated assessment rate was \$12.50 per foot. I'd have to verify that. The two alleys that are existing gravel would be replaced with bituminous. There's one alley that has curb and gutter. If we need to remove that curb and gutter we will replace it as part of the project. There is one alley that is turf, between Second and Third Streets that will remain turf. Anywhere that there is no street now, we wouldn't be putting a new street in.

3.2. Public Comments: Mayor Mikesh requested comments or questions from the public based on the order in which they signed in.

Glenys Hotzler: I can't think of a question that I would want to ask because he's just been talking. I need to think it over. I'm wondering, you didn't mention about Washington. By our houses on Washington and Fourth Street, my house was built in 1892. And hers was built about that time or before. They are too close to the street. If you put curb and gutter in there and make it a bigger street I'm going to step out of my front door and onto the street. In 2011 when we met before, we talked about maybe it could be changed there, and I hope you're still thinking that.

Olson: If we have a concern once we get into the design, if there are specific areas that we're just not comfortable with the standard street sizes, we would certainly look at perhaps doing something different.

Hotzler: That whole street is older houses. They're all early 1900's.

Bonny Disselbrett: With the city sewer, I have a line coming to my house. Would I be hooking onto that or how do they do that?

Olson: We'll be going in and replacing the main and the service to your property line. The property line is typically fifteen feet or so beyond the street. We go in and replace the service up to the property line and connect to your existing service. So your existing service from your house would remain in service up to the property line. When we get into construction we'll certainly be in communication with you when we are doing that work and we'll let you know what condition we feel your service is in on your property side. If your service is older we'll let you know that when we're down there and give you an idea of what you want to do with that private side.

Mikesh: Would that be the same for the water?

Olson: Yes, absolutely. Correct. The water service would be replaced at the same point as the sanitary sewer. We'll connect your existing water service, and again we'll let you know if you services have issues.

Ron Norenberg: I'm here representing Calvary Church. We're going to have two sides of us being...How does assessments like the church figure compared to what you were throwing up there?

Olson: I didn't go through and calculate the exact, I should have noted, and I'm glad you brought that up because there are a few larger parcels and those fall beyond what I showed. Your parcel in particular has about three hundred feet on Second and roughly two hundred feet on Washington. You would be assessed the entire distance on Washington, which is the two hundred feet, plus the long side for street and sidewalk, minus one hundred feet, the first one hundred feet you get a 50% credit. So two hundred feet divided by two hundred feet, and then the additional one hundred feet. It's confusing. You have two hundred feet there and two hundred feet on Washington. I did look at some of those larger parcels. They are costly. The larger parcels typically have an assessment greater than the rest. It's not uncommon for \$70,000.00 to \$80,000.00 assessment for parcels of those sizes.

Bill Cowman: We have three here for Calvary, can we speak now?

Mikesh: Sure, go ahead.

Cowman: On the other hand, in the continuation of Ron's question, in terms of assessments you broke it down by residential and commercial. Is there another step for non-profits?

Olson: Speaking historically, I don't believe the city has gone down that road. They have assessed not only non-profits, but governmental agencies the same.

Cowman: The next question is, we're looking at the possibility of a building program. The best case scenario it might be that we are looking at some kind of construction happening in the spring of 2015. How much lead time, and what's the phasing, in terms of Washington and Second? Is that going to be the first part of the project, second part? And we need to talk and be in communication in terms of lead time so we know where we want to make our connections. Will they be where they are today, or if we have the opportunity we might take a look at doing something different.

Olson: We appreciate knowing, and I talked to Dan (Walker), and he was aware that you guys have some proposed plans. We meant to meet with you prior to today. I just haven't gotten around to it. We'll be happy to meet with you guys and we'll walk through what we're thinking. The exact phasing plan isn't put together yet. I'm thinking the goal will be to try and get that area done in 2014. However, like I mentioned, we're pretty flexible. If there are certain things that make sense to do later, we'll listen and try to accommodate those. At this point we are not exactly sure when we would be getting to that area. We'd be happy to sit down and work with you.

Cowman: I think it's pretty clear what's going to be happening there in terms of the sanitary sewer and water. It's less clear what your intentions are for Second Street.

Olson: Yeah. There's such a wide variety all the way through here. I could explain it in greater detail. The current width on Second Street does allow diagonal parking on one side, and almost allows it on the other side. The intent would be when we reconstruct it to try to make it more consistent with the west side of Highway 71 where we have diagonal parking on both sides. So it would be a wider street section in that area.

Cowman: What about utilities? Are there any utilities that are going to be replaced on Second?

Olson: We will be replacing a half a block of sanitary sewer for service to the existing school, as well as adding new watermain looping on that block. Watermain looping is just like oversizing costs. A looping is a benefit to the overall watermain system. That is a city share.

Konshok: That's half of that Second Street stub, right?

Olson: Actually the watermain would be that entire block of Second Street. It's a dead end coming across Highway 71. We'd be extending that.

John Meyer: On the mailing that you sent out there was an alley in between Washington and Gilbert that was included in that. I own parcels on there. Would that be in the first phase of the project? Where does that fall? In between Washington and Gilbert?

Olson: You're between Second and Third Street?

Meyer: No, I'm down on the other end. Would that be in phase two of the project?

Olson: The alley between Highway 34 and Second is proposed. The one between Second and Third is proposed. We don't have any other alleys.

Meyer: It indicated between Washington and Gilbert on the letter.

Olson: That might have been misworded.

Meyer: Originally the one they sent out two years ago there was an alley between Riverside and Gilbert, but that, obviously is in phase two of the project?

Olson: Yes, absolutely. You're south of Sixth Street? Is that correct?

Meyer: Yes.

Olson: Absolutely, that is phase two. Sorry about that.

Bob Berdahl: I have nothing to add to what's been asked about.

Steve Pritchard: My one basic question has been mostly answered about the assessment costs. The only new question I can think about is towards the final stage of the development, I noticed there is a redundancy of tree trimming under the power lines every year. Is there a plan to either not have trees that will interfere with the power lines or native shrubs that will stay underneath the power lines to reduce the repeating costs of tree trimming?

Mikesh: Normally we plant our own after the project.

Olson: What we try to do, any tree that has been replaced, we try to do a one for one replacement. However, you brought up a great point, under power lines it's a common battle. Trees typically grow too large.

Pritchard: It's a redundant waste of money.

Olson: We typically try to get a more ornamental style tree.

Konshok: We put the smaller trees in.

Olson: That's our goal. Once we come back with a new project we put in smaller trees.

Konshok: They try to put the ones in that are ornamental and don't get too big.

Pritchard: Then we'll have an overabundance of crabapple trees. Then if we have blight, we'll have no crabapple trees. There has to be a native mix. A Japanese lilac?

Olson: Yes. There's a Japanese lilac that we work with. If you're interested in that, I believe the city has a Forestry Committee?

Mikesh: Yes.

Olson: They have been giving us the directive on the varieties of trees that we can plant. We do take that list and try to use that. We learned that as these projects develop, one of the first projects that you are probably referring to, there was perhaps too many smaller trees put in. The goal is to really try and get that down.

Stacey Hoglund: I have one question, when you do the sidewalks, Riverside already has sidewalk on one side, are you going to put another sidewalk on the other side? Is that the plan?

Olson: That is the intentions.

Hoglund: So, when you do that how much of my yard am I going to lose? I have three ginormous trees. Am I going to lose all three of my beautiful trees?

Olson: Without knowing your exact parcel and where the exact property line is, I can't speak to that. Typically, we know that trees are very sensitive. Typically if we feel that it's something that we can work around, we will.

Hoglund: I don't know if you can.

Olson: Unfortunately we do have a situation where we do try to look long term and we try to get the improvement consistent with what we're doing on the rest of the project, and we try to re-establish those trees. I'd be happy to meet with you and look at your trees and let you know.

Hoglund: You'll see them. I was just wondering. The sidewalk would be nice on that side because I own a daycare on Riverside. That was my other question is, I would like the sidewalk instead of crossing the street that would be great for us. But when you tear up the road, are my parents going to be able to get to my house, and to be able to do all that still?

Olson: Great question. We will work with you without question. Absolutely. If you have specific needs and concerns, these contractors that do this type of work are really used to it. They are going to do what it takes to insure that your needs are met.

Hoglund: My parents knew about it. I'm here on behalf of them. How far are they going to have to walk with their kids? Maybe they'll have to go to Burger King and walk through my yard. I'm right next door to Burger King. I'm just wondering if anything is going to be shut off, will I not have water one day. Things like that.

Olson: There will be some minor interruptions with your services. We'll communicate those as far in advance as we can. No less than a week ahead of time. You'll know when we're coming in to put a temporary water service in. Those interruptions are limited typically to a couple of hours. The street access, we'll work with each property owner. During the day, during the actual utility installation, it's so variable. There will be times when you won't be able to drive to your parcel, but we will work with you. We try to do that days in advance, so you'll know where we're at, and we'll know where you're at and we'll try to accommodate everybody's needs.

Deb Webster: I wanted to say that how you ran the downtown project, it was excellent. We can be assured that this will be too. You made sure everybody knows everything.

Mike Offerdahl: I don't know exactly how this will be, if I'm going to be cut off from getting traffic to the feed store. We have quite a bit on both sides. How are we going to get our feed?

Olson: Again, we'll work very closely with you. I got to believe you have a large volume of your vehicles coming and going fairly regularly.

Offerdahl: Daily.

Olson: We'll work with you and we'll try to get from either the Highway 71 side or the Riverside continuous access. Again, very important to us that.....

Offerdahl: The only way they can get feed is actually from the south side of the building. We're lined up there all day long. I don't know how we're going to be able to take care of customers.

Olson: I would be happy to swing by some day and visit with you. You definitely have a unique need there.

Konshok: Can folks get to you from Highway 34 down the alley behind Great Northern or not?

Offerdahl: Is that all going to be taken out there from the Great Northern south?

Olson: No. That will be open.

Offerdahl: On the east side. We'll have to either load them out back or I hope we can bring them around on the front there so we can get around the corner so they can at least load up in front. Otherwise it will be nuts if I take care of them on the backside.

Olson: I'll swing by. I'm thinking if we leave the side open and you can get vehicles in there.

Offerdahl: That's where the semis come in too from that way.

Olson: We can likely make some special accommodations to get around the corner. I'll make a point to swing by and visit with you.

Ernie Koskela: Everything has been answered that I wanted.

May Koskela: Right in front of our house we have good sidewalks. Is that going to be torn up and replaced?

Olson: That is what I was referring to on the slides as the full reconstruction. It's just so hard for us to go out and do all of the evaluations of the existing conditions of the sidewalks. Without knowing exactly where existing water and sewer services are at this time. We won't know that until we have the survey. We're not certain of the exact

conditions of the sidewalks. If there's a segment that we feel is in good condition with good life left and the utilities don't require us to remove it, then I say we'll try to work with it. That will be accomplished once we get moving along with the project.

Joel Vorhes: *left before speaking*

Doug Winkler: My only question was the alley by State Bank. It's blacktopped. Is there utilities under that now or is there going to be?

Olson: There is an existing sanitary sewer main underneath that alley. That is in the same condition as all the other sanitary sewer mains. That would be proposed for replacement.

We would restore that alley exactly as it is right now. The existing curb would be replaced.

Bob Seifert: Nothing.

Cynthia Jones: Nothing.

Mikesh: Does anybody else have any comments?

Disselbrett: I was wondering about that alley by the old school?

Olson: It's tough to see on this map and I apologize for that. It's an extension of Washington but it does serve as an alley. We have existing storm sewer and sanitary sewer within that segment. Those both would be replaced under the project. The street would be restored and the sidewalk.

Nordberg: There's not much room on the west side.

Olson: That's a very limited corridor. It is a one way.

Mikesh: That was one of the worst intersection they had when they were videoing that. They couldn't get their camera down there. The guy wouldn't risk it.

Olson: He didn't want to lose his equipment.

Disselbrett: Is that going to connect to Fourth and go straight through?

Olson: No. We'll just be reconstructing the street where they are at currently. This segment by Hugo's and the park, that will remain turf. That road won't go through. We are just going to be replacing the existing pavement.

Disselbrett: Then Highway 34 will come down to Third?

Olson: You'll be able to access the same as you are able to now.

Hotzler: Is there going to be sidewalk put in for every street?

Olson: The sidewalk is show in red. You can look at that exhibit. Anywhere you see red adjacent to yellow, those are proposed sidewalks. We're not proposing any sidewalk in your location.

Nordberg: No curb or gutter either?

Olson: Curb and gutter, with the proximity to existing structures, we'll certainly evaluate that.

Konshok: I think that's why we didn't put it in in the first place because we recognized that the structures were too close to the road.

Utke: There's not enough room.

Mikesh: If you folks have any more questions you can get ahold of Jon Olson.

Konshok: Is there a set of maps that would be easier to look at than these?

Olson: Absolutely, I'll get some better print outs.

Konshok: If you want a larger map, they'll have them at city hall in the planner's office.

A motion was made by Konshok, seconded by Utke, and unanimously carried to close the public hearing at 5:42 p.m.

3.3 Resolution Ordering Improvement and Preparation of Plans for the Riverside Area – Phase One Street and Utility Reconstruction Project for the City of Park Rapids: A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve Resolution #2014-45 Ordering Improvement and Preparation of Plans for the Riverside Area – Phase One Street and Utility Reconstruction Project for the City of Park Rapids.

4. ADJOURNMENT: A motion was made by Randall, seconded by Utke, and unanimously carried to adjourn the meeting at 5:45 p.m.

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk