

Glyndon City Council
1/10/2018
Public Hearing 6:00 p.m.
Parke Avenue Project City of Glyndon/Clay County
Glyndon Community Center

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 6:00 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Joe Olson and Kimberly Savageau; City Clerk Wendy Affield, City Engineers Kris Carlson and Alex Ranz, City Attorney Ken Norman (arrived at 6:30 p.m.)

As Per Sign in Sheet: Tiffany & Mike Wardlow, Merle & Kristina Johnson, Jim Masseth, Carol Hauser, Michael Overson, Kurt Fischer, Frank Gross, Wayne Mahlum, Dave Pompe, Lila Ebner, Joyce Johnson, Scott Madson, Alex Kelso, Bryant Devries, Corey Trick, Kelly Richards and Tina Jacobson

3. **Open Public Hearing**
4. **Read Public Hearing Notice – Mayor Johnson**

Notice is hereby given that the City Council of the City of Glyndon will meet in the Glyndon Community Center located at 212 Partridge Avenue at 6:00 p.m. on Wednesday, January 10, 2018, to consider making the improvement of C.S.A.H. 19 (Parke Avenue) between TH 10 and 12th Street South, and 7th Street between C.S.A.H. 19 (Parke Avenue) and a point approximately 1,250 feet West; pursuant to Minn. Stat. § 429.011 to 429.111. The area proposed to be assessed for such improvement will include all abutting property. The estimated cost of the improvement is \$3,200,000.00. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting. Those unable to attend the Public Hearing may submit written comments to Wendy Affield, City Clerk/Treasurer, P.O. Box 223, Glyndon, MN 56547.

5. **Receive Legal Affidavit – Mayor Johnson** stated the Legal Affidavit has been signed and is attached to the Council's Agenda Packet.
6. **Presentation by City Engineer – Kris Carlson** – Carlson distributed handouts to everyone in the audience and stated the Power Point Presentation is the same as what is in the handouts. Carlson went through his presentation requesting questions to be asked once the presentation has been completed.

Purpose of a Public Hearing

- Inform property owners of proposed project
- Minnesota Statute 429 – Procedure for Assessing Improvements
 - Preliminary Engineering Report
 - Public Hearing
 - Design and Construction Bid Letting
 - Assessment Hearing
 - Project Construction
- Gain public comments and input

Project Development

The proposed project will be designed and constructed in conjunction with Clay County's C.S.A.H. 19 project.

- Purpose
 - Construct Utility, Street and Drainage Improvement to:
 - C.S.A.H. 19 (Parke Avenue) – TH 10 south to Twelfth Street S
 - Seventh Street – Parke Avenue to a point approximately 1,250 feet west

Project Location Map



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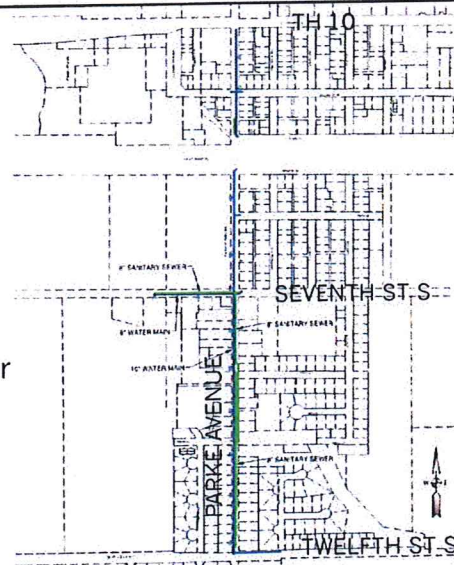
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Proposed Watermain and Sanitary Improvements

Green – Sanitary Sewer
Blue – Watermain



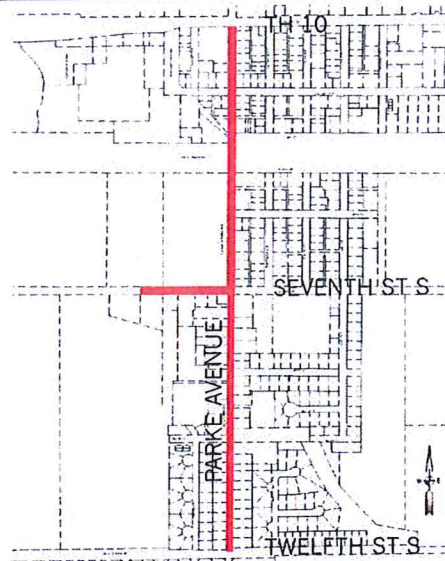
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Proposed Surface Improvements

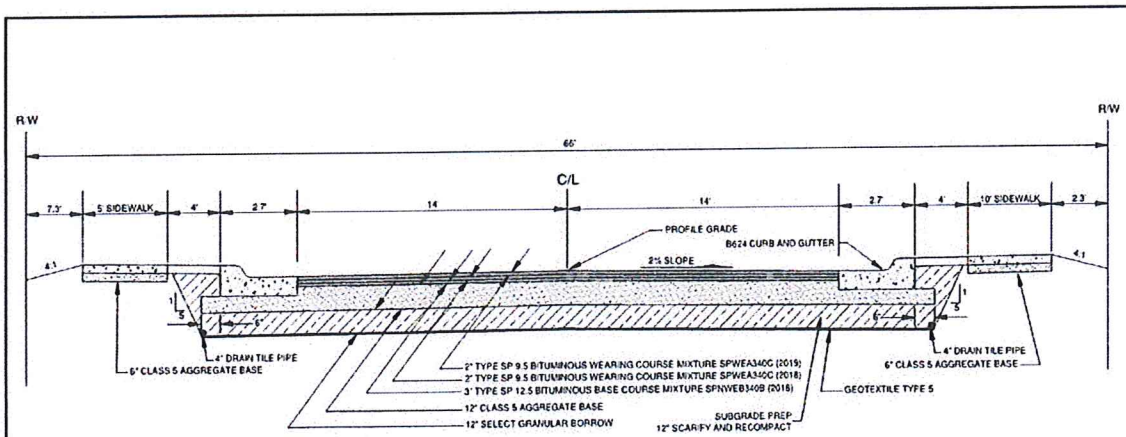


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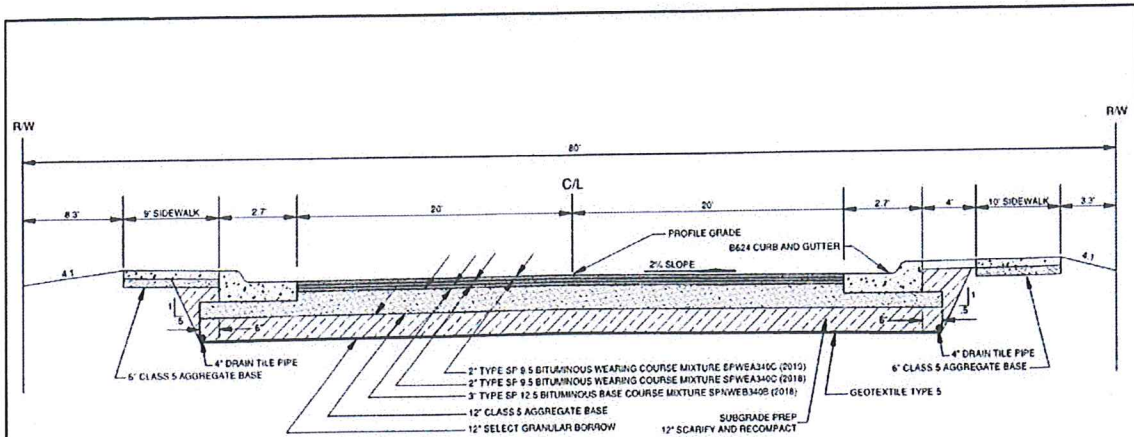
Typical Section
Twelfth Street S to Seventh Street S

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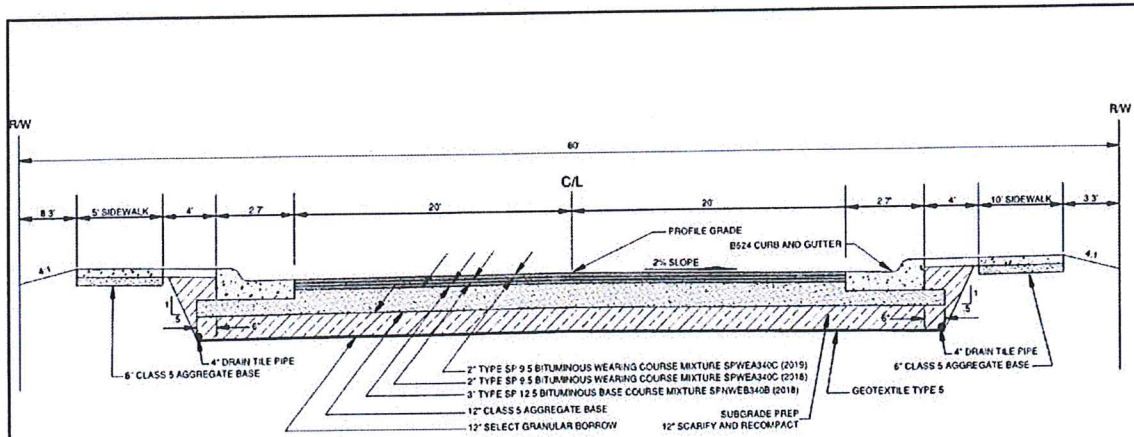
**Typical Section
Seventh Street S to Fourth Street S**

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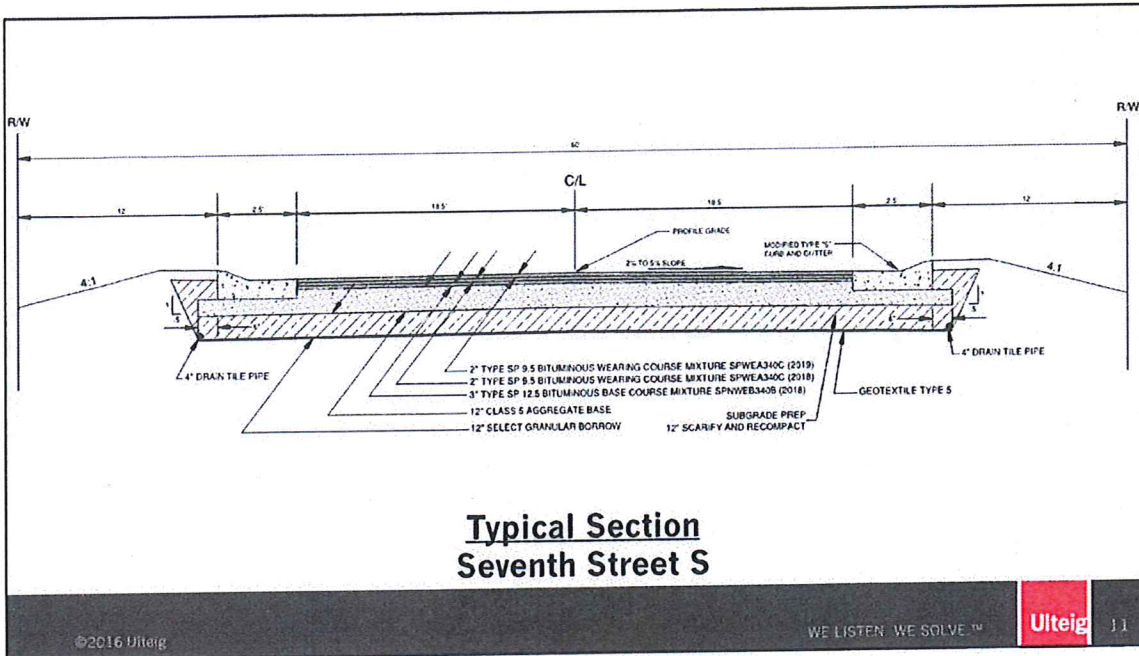
**Typical Section
Third Street S to TH 10**

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Estimated Project Costs

C.S.A.H. 19 (Parke Avenue)		Cost
Watermain	\$	666,000
Sanitary Sewer	\$	340,000
Storm Sewer	\$	1,311,000
Street Reconstruction	\$	2,912,000
Sidewalk & Path	\$	502,000
SUBTOTAL - C.S.A.H. 19 (Parke Avenue)	\$	5,731,000
Seventh Street S		Cost
Watermain	\$	78,000
Sanitary Sewer	\$	64,000
Street Reconstruction	\$	298,000
SUBTOTAL - Seventh Street S	\$	440,000
Railroad Crossing		Cost
Railroad Quiet Zone Features	\$	202,000
Railroad Crossing - Path/Sidewalk	\$	115,000
Railroad Signals & Crossing - C.S.A.H. 19	\$	187,000
SUBTOTAL - Railroad Crossing	\$	504,000
TOTAL ESTIMATED PROJECT COST	\$	6,675,000

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Project Financing

- Joint Project between Clay County and the City of Glyndon
- The Memorandum of Understanding (MOU) is summarized in the table to right
- \$375K Transportation Alternative (TA) Grant for the Sidewalk and Multi-Use Trail

C.S.A.H. 19 (Parke Avenue)	Cost Share	
	County	City
Watermain	0%	100%
Sanitary Sewer	0%	100%
Storm Sewer	50%	50%
Street Reconstruction	70%	30%
Sidewalk & Path	50%	50%

Seventh Street S	Cost Share	
	County	City
Watermain	50%	50%
Sanitary Sewer	50%	50%
Street Reconstruction	30%	70%

Railroad Crossing	Cost Share	
	County	City
Railroad Quiet Zone Features	0%	100%
Railroad Crossing - Path/Sidewalk	50%	50%
Railroad Signals & Crossing - C.S.A.H. 19	70%	30%

Estimated Cost Sharing

- The City's portion of the project will be financed through City funds and special assessments

C.S.A.H. 19 (Parke Avenue)	Cost Splits	
	County	City
Watermain	\$ -	\$ 666,000
Sanitary Sewer	\$ -	\$ 340,000
Storm Sewer	\$ 655,500	\$ 655,500
Street Reconstruction	\$ 2,038,400	\$ 873,600
Sidewalk & Path**	\$ 63,500	\$ 63,500
SUBTOTAL	\$ 2,757,400	\$ 2,598,600

Seventh Street S	Cost Split	
	County	City
Watermain	\$ 39,000	\$ 39,000
Sanitary Sewer	\$ 32,000	\$ 32,000
Street Reconstruction	\$ 89,400	\$ 208,600
SUBTOTAL	\$ 160,400	\$ 279,600

Railroad Crossing	Cost Splits	
	County	City
Railroad Quiet Zone Features	\$ -	\$ 202,000
Railroad Crossing - Path/Sidewalk	\$ 57,500	\$ 57,500
Railroad Signals & Crossing - C.S.A.H. 19	\$ 130,900	\$ 56,100
SUBTOTAL	\$ 188,400	\$ 315,600

TOTAL ESTIMATED PROJECT COST	\$3,106,200	\$3,193,800
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**TA Grant was applied to this item. (\$502,000 - \$375,000 = \$127,000)

Estimated Cost Sharing (Continued)

Assessable/City Cost Share

Item	Assessable	City
Watermain	50%	50%
Sanitary Sewer	50%	50%
Storm Sewer	25%	75%
Street Reconstruction	25%	75%
Sidewalk & Path	0%	100%
Railroad Crossing	0%	100%

Estimated Cost Sharing (Continued)

Assessable/City Costs

Item	Assessable	City
Watermain	\$ 352,500	\$ 352,500
Sanitary Sewer	\$ 186,000	\$ 186,000
Storm Sewer	\$ 163,875	\$ 491,625
Street Reconstruction	\$ 270,550	\$ 811,650
Sidewalk & Path	\$ -	\$ 63,500
Railroad Crossing	\$ -	\$ 315,600
TOTALS	\$ 972,925	\$ 2,220,875

Estimated Assessment Rates

Item	Methodology	Units	Cost/Unit
Watermain	Front Foot	10,040	\$ 35.12
Sanitary Sewer	Front Foot	5,522	\$ 33.68
Storm Sewer	Front Foot	10,040	\$ 16.32
Street Reconstruction	Front Foot	10,040	\$ 26.95
Sidewalk & Path	Front Foot	9,480	\$ -
Railroad Crossing	Front Foot	9,480	\$ -
TOTALS			\$ 112.07

*Assessable footage is equal to the width of the parcel abutting the improvement

Estimated Assessment – 100' Lot

Item	Units	Cost/Unit	Total
Watermain	100 Feet	\$ 35.12	\$ 3,512.00
Sanitary Sewer	100 Feet	\$ 33.68	\$ 3,368.00
Storm Sewer	100 Feet	\$ 16.32	\$ 1,632.00
Street Reconstruction	100 Feet	\$ 26.95	\$ 2,695.00
Sidewalk & Path	0 Feet	\$ 0.00	\$ 0.00
Railroad Crossing	0 Feet	\$ 0.00	\$ 0.00
TOTALS			\$ 11,207.00

Estimated Project Schedule

- Public Hearing January 10, 2018
- Design January, 2018
- Project Bidding February/March, 2018
- Begin Construction May, 2018
- Substantial Completion October, 2018
- Assessment Hearing November, 2018
- Final Completion July, 2019

7. **Questions and Comments by City Council** – None at this time.

8. **Questions and Comments by anyone in attendance** – Mayor Johnson started in order as per the sign in sheet for questions. Mr. Wardlow asked if the watermain will be assessed to the whole City? Carlson stated it would be assessed to the abutting properties, 50% paid by special assessments and 50% paid by the City. Wardlow asked if the City share would be split up among all the Glyndon residents or the abutting properties. Carlson stated typically it is covered by user rates, depending on how the City decides to finance it. Someone from the audience asked if it would only be 7th Street and Parke Avenue being assessed for the water main and sanitary sewer? Carlson stated yes, that is correct, only 50% to be assessed and the remainder is covered under the City's share. Wardlow asked, when 7th Street eventually goes west to County Road 17, are we going to be assessed again? Carlson stated it would not because the street will have already been reconstructed in front of his property. Mayor Johnson stated there will be conversations with the Buffalo Red River Water Shed District, Clay County and the City of Glyndon regarding 7th Street extending to County Road 17 Street to relieve some of the congestion coming in and out of the school but at this time unless development is requested in that area the conversations and planning will not take place. Mayor Johnson stated if a road were to be built, there would have to be a controlled intersection at Highway 10 and County Road 17. Olson reiterated there would have to be new development to consider before building a road. Olson stated the City has Capital Improvement projects that would have priority before developing a new road. Wardlow asked how many years will they have to pay off the assessments? Carlson stated it has not been decided at this time but usually it is a 10-15-year assessment. Interest is charged on the assessment but you have the choice to prepay the assessment if you so desire.

Merle Johnson asked where the path of the sanitary sewer and storm water runs. Carlson stated the sanitary sewer runs from 12th to 7th Street to the 10th Street lift station then out to the lagoon located east of the City. The storm water from 9th Street and north will run to the pond on 7th

Street and the storm water from 12th to 9th Street goes to the pond by the skating rink. Merle Johnson asked where the storm water goes south of 12th Street? Carlson said it will operate as it does now until improvements are made. Carlson stated right now the storm water all goes to the coulee and with the new improvements the storm water from the ditches will be intercepted in the storm sewer and will go to a pond adjacent to the coulee. Anything north of the box coulee has to go north because we cannot go under the box coulee. Carlson reported the railroad ditch will also be cleaned out.

Carol Hauser asked if there will be new water lines installed? Carlson stated they will be changing it from a six-inch (6") pipe to a ten-inch (10") pipe along Parke Avenue along with burying the line deeper to keep it from freezing. Carlson stated 50% will be assessed to property owners and 50% will be paid for the over-sizing costs out of the City's General Fund. Savageau stated the money will be paid from the City's General Budget, which is part of the tax levy that is spread out among the City as a whole and will help pay for the Bond. Carlson stated the property owners being assessed for sanitary sewer are the property owners that are having new sewer lines installed in front of their property, not all property will be affected.

Kurt Fischer asked where the high-water overflow goes when the 7th Street pond fills up? Carlson stated there is an overflow built into the pond and when it gets to a certain height, it will free flow into the coulee and if the coulee is full, it means there are problems elsewhere with flooding.

Wayne Mahlum stated the sewer line in front of his property was updated 10-15 years ago and wonders if he will need to pay assessments again? Carlson stated he will need to research the sewer line in front of his house and will get back to him when he has an answer.

Lila Ebner stated there was new sewer line put in the alleyway about three (3) years ago. Carlson stated there will not be new sewer lines installed north of the Railroad tracks except a small portion by the elevator. Joyce Johnson asked if it was just the homes on Parke Avenue and 7th Street being assessed or is the whole City? Carlson stated the sidewalk and path are not special assessed, they are being paid by the City tax levy and a grant the County and City received. Parke Avenue and 7th Street property owners will be assessed 25% of the street costs and 75% to the City because Parke Avenue is a main thoroughfare in the City and the County is paying 70% of the costs which leaves the City with an overall cost of 30% on the Parke Avenue Project. Carlson will show what upgrades will be done to each property owner after the meeting. Joyce Johnson asked if estimated assessment cost of \$112.07 per foot is the exact amount they will have to pay? Carlson stated based on the estimated costs, and once bids are opened, they will have a more solid number as to what the costs will be to the property owners, this will then be presented at the Assessment Hearing. Joyce Johnson asked what the benefits are for this project? Mayor Johnson stated the school will benefit with safer sidewalks for the kids coming and going from the school. Savageau stated another advantage of the project on Parke Avenue is there will be curb and gutter with no ditches. It will have a more urban look than rural streets paved with ditches. Carlson stated the street is in bad shape and it will be wider and safer. Joyce Johnson asked who would be in charge of the snow removal on Parke Avenue? Carlson stated the County is responsible for the snow removal on Parke Avenue and the path will be maintained by the City. Carlson stated the sidewalk will need to be maintained by the property owners and reiterated the path will be maintained by the City. Mayor Johnson stated he is looking forward to not having ditches with standing water and believes the property owners along Parke Avenue will welcome the change as well.

Mayor Johnson spoke concerning the water coming in from the east that goes past the north side of Merle Johnson's property, at this particular intersection, half of the water goes south and the other half goes to the west. Mayor Johnson asked if the water coming in from the east would be lessened with a four-foot (4') pipe? Carlson stated, based on the review from the BRRWD, the four-foot (4') pipe will be able to manage a five (5) year or ten (10) year water event. There will still be water in ditches and if there is a major water event, the baseball field, which was originally a holding pond, may flood with the overflow of those ditches. Carlson stated there is a culvert on the north end of the County Road which there were discussions regarding improving the culvert on 12th Street to stop some of the water from coming around 7th Street instead going into the coulee. The discussions are ongoing with various agencies to diminish the amount of water flow to 7th Street.

A question was asked if there would be mosquito control around these extra ponds. Mayor Johnson stated last year aerial spraying was done which helped elevate the mosquito population. It was stated the City is more reactive than proactive when it comes to spraying for mosquitos. Mayor Johnson stated when the storm sewer is put in, there will be less standing water in the ditches. Carlson stated there will be standing water with a regulated depth in the storm water ponds. The ponds will need to be treated for mosquitos with larvicide.

Hauser asked if there will only be one crosswalk on 7th Street? Carlson stated there will be two crosswalks on Parke Avenue, the main one is on 7th Street and another on 5th Street, which will be on the north side of the school. The crosswalks will have yellow flashing lights and the students will be able to push a button to activate the lights when they need to cross. Olson stated the School District will be paying special assessments on an entire city block, which is a significant share of the special assessments for the Parke Avenue Project. Someone asked if the driveways going in and out of the school will be part of the project? Carlson stated there are now two (2) driveways, the south one will be removed because it is too close to the 7th Street intersection and crosswalk. In the current plan the north driveway will stay. Olson stated the designs are laid out with discussion from school representatives, nothing should have to be torn up when the school decides to add on. Carlson stated as the project progresses, we will try to accommodate plans with the school.

Hauser asked if there will be any grant funds for the Parke Avenue Project? Carlson stated the City did receive a grant from TA (Transportation Alternative) that will pay for a portion of the sidewalk and multi-use path. We were denied grants from PFA (Minnesota Public Facilities Authority) for the water and sewer portion. This is a joint project and the County has submitted a TIGER (Transportation Investment Generating Economic Recovery) grant application which is being reviewed at this time. If the County is awarded the grant, those funds will come off the top of the project cost.

Someone from the audience asked if there would be another meeting regarding this project? Carlson stated there will be an assessment hearing and if there is enough interest, after taking bids we could have another public information meeting. It was asked if the project would begin before the assessment hearing? Carlson stated yes, it would. Carlson explained they would take bids and as long as the bids fall within the engineer's estimate, the project would then be awarded. The City will have the Assessment Hearing either before or after the project begins. Mayor Johnson stated he would like to give as much information as possible to the residents before a decision is made when to hold the Assessment Hearing. Someone from the audience asked what the road restrictions would be? Carlson stated the road is currently a seven (7) ton road and will be constructed to be a ten (10) ton road. 7th Street will also be a ten (10) ton road.

Dave Pompe asked if Parke Avenue was going to be a twenty-eight-foot (28') road? Carlson stated the street is currently at twenty-six feet (26') and the new street will vary up to forty-two feet (42') depending on the location. There will be no parking on the east side across from the school and no parking south of 7th Street. Someone asked what the life expectancy of the road will be? Carlson stated it is designed for thirty (30) years and if the maintenance is kept up it could last 40-50 years. Someone asked how long it has been since Parke Avenue was improved? Mayor Johnson stated it is close to 30 years or more.


Olson asked what the next goal is for this project. Carlson stated once the final design is complete it will be presented to State Aid for review, then to Council for approval for the County to advertise for bids. Once bids are taken, we need a Resolution to accept bids and awards.

An audience member asked if Parke Avenue would ever switch from a County road to City domain road? Olson stated they did switch the name of the road so it would be eligible for state aid and capitalize on state funding. County Commissioner Frank Gross stated the County usually does not switch roads with Cities, this was done to receive funds for the project.

An audience member asked what size pipe will be used on 7th Street? Carlson stated it would be an eight-inch (8") pipe.

9. Councils Formal Discussion – Nothing at this time

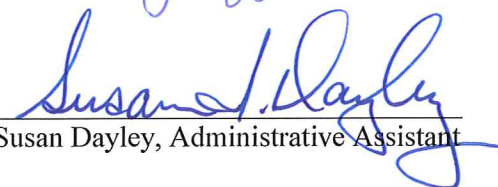
10. Adjournment: A motion was made by Dave Owings to adjourn at 6:58 p.m., seconded by Kimberly Savageau. All in favor.
Motion Carried.



Cecil Johnson, Mayor



Wendy Affield, City Clerk



Susan Dayley, Administrative Assistant