

City of East Bethel Road Commission Agenda

6:30 PM

Date: October 14, 2014

Location: City Hall – City Council Chambers



Item

- | | | |
|---------|-----|---|
| 6:30 PM | 1.0 | Call to Order |
| 6:31 PM | 2.0 | Adopt Agenda |
| 6:32 PM | 3.0 | Approve Minutes – September 9, 2014 |
| 6:40 PM | 4.0 | Roads Financial Information & Roads Capital Funds Summary |
| 6:45 PM | 5.0 | Drainage Improvements for 181 st LN |
| 7:20 PM | 6.0 | Council Report and Other Business |
| 7:30 PM | 7.0 | Adjourn |

EAST BETHEL ROAD COMMISSION MEETING

September 9, 2014

The East Bethel Road Commission met on September 9th, 2014 at 6:30 P.M at the East Bethel City Hall for their regular monthly meeting.

MEMBERS PRESENT: Lori Pierson-Kolodzienski Deny Murphy Jeff Jensen Kathy Paavola
Roger Virta Al Thunberg

MEMBERS EXCUSED: None

ALSO PRESENT: Nate Ayshford, Public Works Director
Tim Harrington, City Council Member

Adopt Agenda Ms. Pierson-Kolodzienski motioned to adopt the agenda as submitted. Mr. Jensen seconded; all in favor, motion carried unanimously.

Approve June 10th, 2014 Meeting Minutes Mr. Jensen motioned to approve the minutes. Ms. Pierson-Kolodzienski seconded; all in favor, motion carried unanimously.

Road Financial Information & Roads Capital Funds Summary Mr. Ayshford reviewed the Operations Budget (Attachments 1, 2) noting that there will be one insurance claim for almost \$20,000 that will appear on the next billing statement. This amount does come out of this budget but was reimbursed by the "League" and that payment goes back into the general fund. There will be an almost \$20,000 withdrawal out of this account but it is in the general fund overall for the city.

Mr. Murphy asked about the street maintenance services identified as 2% of the budget. Mr. Ayshford reported that this refers to the gravel road project that is expected to start next week with an estimated cost of \$30,000 though the budget has a buffer built in for additional costs.

Street Light Request for Viking Blvd at Tri Oak Circle After the initial street light installation program for the city was completed, the Road Commission and city staff elected to review new street light locations on a case-by-case basis. Ken Johnson and the residents of Tri Oak Circle are requesting the installation of a street light at the intersection of Tri Oak Circle and Viking Blvd (Attachment 3).

Tri Oak Circle is one of two access points to the neighborhood of approximately 78 homes and is located on a curve of Viking Blvd. A petition was submitted (Attachment 4) with over 50 signatures of residents living in the area immediately surrounding the proposed location. Mr. Johnson was present to discuss the issue with Commission members. (Attachment 5 – list of public attendees).

Connexus provided two cost estimates for the street light. The first would include placing a cobra-style LED light on the existing pole on the NW corner of the intersection for \$1,250. The second would include adding a new pole and cobra-style LED light on the SW corner of the intersection for \$2,300. The City has not budgeted any funds for street

light installation over the past five years and has removed the line item from the current budget. Funding for this project would have to come from another line item.

Mr. Jensen questioned whether the same number of people use the intersection of North Coon Lake Drive and Viking Blvd as those who use Tri Oak Circle. Mr. Johnson reported that “far more people use Tri Oak Circle”. He stated that some residents won’t use the Tri Oak Circle intersection after dark because they “can’t see traffic” on Viking Blvd. Mr. Johnson related that he visited all homes in the neighborhood with the petition and made a second attempt to contact those who weren’t available the first time. Of those he met with, he reported only one person disagreed with the need for a streetlight specifically because he had moved to the area to avoid streetlights.

Mr. Johnson met with two of the property owners closest to the intersection on the south side and they were in agreement with the request. He did not meet with the property owner on the north side of the intersection. Mr. Ayshford stated that the cheaper of the two options would be to use an existing pole on the northwest side of the intersection but he did not believe it would provide optimal lighting for the area. Mr. Johnson stated that he had received an estimate of about \$900 from a member of the Coon Lake Improvement Association (CLIA) who works for Connexus. Mr. Ayshford stated the other estimates were also provided by Connexus. Operating costs for the light are estimated at \$7.76/month.

Mr. Thunberg reviewed the policy regarding where streetlights were to be placed and voiced concern that approving this request might set a precedent for multiple requests. Mr. Johnson replied that he felt this was important because the intersection does not have a “line of sight” for oncoming traffic and therefore is a safety concern. Ms. Paavola stated she agrees that this intersection is a safety issue and that a streetlight would be appropriate at this location. Mr. Johnson asked that the project be recommended to the City Council for next year’s budget if there is inadequate funding this year.

Members praised Mr. Johnson’s due diligence in acquiring so many signatures. No other audience members requested to speak on this topic. The discussion continued regarding the safety issue and that this makes it a unique situation. It was felt that the property owner on the north side of the intersection should be consulted as to whether he would agree to have the light so close to his property as this is the less expensive option. Mr. Johnson stated he would be willing to approach said property owner and to present the request to the City Council.

Mr. Jensen made a motion to approve installation of a streetlight on Tri Oak Circle at the intersection with Viking Blvd on the Northwest side of the intersection pending property owner approval. If property owner is not in agreement with having light nearest his property, Mr. Jensen motioned that the light be installed on the Southwest side of the intersection. Mr. Ayshford stated that funding would come out of line item 381 for electric utilities. Ms. Pierson-Kolodzienski seconded and the motion carried unanimously.

Drainage Improvements for 181st Lane

The Nordin Estates Development was constructed in 1972. Lots 13 & 14, Block 4, (Attachment 6) have experienced ponding concerns since their homes were constructed in 1980. With the recent high water levels from heavy rains the issue has returned. The City pumped water for four days this spring/summer to help alleviate the problem, but

pumping is only a temporary fix.

The design of the drainage does not allow for any storm water to flow out of the area until it has reached a level where it is over the elevation of the drain fields and approaching basement levels. The construction met city design standards at that time but would not meet current engineering standards. The storm water was designed to flow south from the development across private property and into Ham Lake where a large wetland is located and eventually into Coon Lake. (Attachment 7 - Council Minutes 1997) In order for the storm water to flow properly and reach the wetland, excavation would be required in both East Bethel and Ham Lake.

Residents from the neighborhood were available at the meeting to answer any questions and provide input. (Attachment 5) Mr. Ayshford reviewed the issues surrounding the inadequate drainage for the designated area. Lack of adequate excavation has resulted in water trying to flow from areas of lower elevation to higher elevation. There are drainage easements along property lines but some of the property is located in Ham Lake and privately owned by Lowell Friday. Culverts are also in use to help with water drainage.

Dennis Olson reviewed the areas of his land that have been flooded regularly since the road was initially developed due to poor engineering. The land is not useable and many trees have been killed as a result of the constant standing water. This year other residents have had standing water in their basements because of large amounts of rain and inadequate drainage. Mr. Olson and other residents praised Mr. Ayshford and his staff for their quick response to the flooding and their assistance in helping the residents but emphasized the need for this ongoing problem to be fixed.

Mr. and Mrs. Sauer related that they moved to their home in 1998 with the knowledge that the previous owners had problems with their septic system. They instituted a mound system to prevent septic problems but the heavy rains caused flooding in their basement. The subsequent repair and cleanup was extremely costly.

Mr. and Mrs. Stanley Conwell (Attachment 5) initially addressed this issue to the Mayor and City Council in 2002 via a letter explaining their plight and asking for a response. (Attachment 8 - letter) The Stanleys related their ongoing issues to the members. They stated that the road is actually graded to drain onto their property where standing water then covers their drain-field requiring them to have their septic system pumped as often as every three weeks when precipitation is high. The Stanleys believe that if the drainage problems can be fixed on Mr. Olson's land, it should resolve their issues as well.

Mr. Ayshford's recommendation to correct the problems would be to enlarge the ditch on the property at 2647 and excavate a swale on Mr. Olson's land. A cost study would be required and the city would have to approach Ham Lake regarding any activity in their city limits.

Mr. Jensen recommended that elevations of the various locations within the area be measured as well. Mr. Murphy related the understanding that the "residents could expect a stable high water mark but it's not going to get rid of all the water".

Mr. Thunberg made a motion recommending that the City Council direct the engineer to explore possible solutions and related costs to correct the drainage

problem along 181st Lane. Ms Pierson-Kolodzienski seconded the motion. All in favor, motion carried unanimously.

**No Parking
Signage along
Lakeshore
Drive**

The City of East Bethel has received complaints that vehicle and boat trailer parking along Lakeshore Drive in the Coon Lake Beach development is interfering with traffic sight lines and the right of way areas adjacent to private property. The areas in question are near the two boat launches located at Forest Rd and Dogwood Rd. Currently the entire lake side of Lakeshore Drive is posted as no parking. Staff is seeking direction to see if the inland side of Lakeshore also requires any type of parking restrictions.

Per City Code, Section 70-1 (a), Minnesota Statute Chapter 169 has been adopted to regulate the uses of highways, streets, and alleys within the city and have been hereby incorporated in and made a part of this section as completely as if set out here in full. 169.34 (a) specifies that no person shall stop, stand or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or other traffic-control device, in any of the following places as listed in this statute, particularly:

(7) Within 30' upon the approach to any flashing beacon, stop sign, or traffic control signal located at the side of a roadway.

Recommendation(s):

Staff recommends that unless there are additional safety concerns only those areas affected by the above statute be designated as no parking areas on the inland side of Lakeshore Drive.

Members discussed the area and the issues surrounding it. Ms. Paavola reviewed the history of parking for the Community Center located in this area. Current restrictions do not allow the Center staff to post "No Parking" signs. State statute prohibits parking within 30 ft of stop signs but people don't follow this rule. Posting signs to this effect is possible.

Mr. Jensen questioned if the issue was line of sight safety concerns or simply that residents did not want people parking in front of their property. Both issues were presented as problems in the complaints received. There are two boat ramps in the area which Mr. Murphy pointed out would require at least some parking to be available for vehicles and trailers. There is another public launch on the north side of the lake where they are not allowed to park on the road but there is a parking lot there.

Members noted that there appears to be a shortage of legal parking available around the areas where boats can be launched. This issue however is a seasonal one and should not continue this year as the boating season is coming to a close.

A previous item addressed by the commission was regarding a retaining wall that was causing safety issues due to line of sight blocking. A decision was made to remove the retaining wall and the slope graded out to correct this condition with an estimated completion date of October this year. It was felt that the parking complaints received more recently may be related to the initial concerns about the retaining wall and other actions associated with its removal and that once those actions have been completed the parking concerns now may change.

Mr. Jensen made a motion to table this item until the concerns are raised again next Spring. Ms. Pierson-Kolodzienski seconded and the motion and all were in favor. Motion carried.

**Council
Report/Other
Business**

Mr. Harrington reported several culverts have been replaced due to water issues. The project at Lincoln Dr and Laurel Road has been pushed back to 2015 due to land purchase issues. Bids have also been higher at this time as contractors have more than enough work and don't need the proposed jobs as much. Hopefully waiting a bit will result in lower bids.

The progress on the stoplight project for the area of 187th Ave is ongoing. They will be getting vehicle counts and researching funding for the proposed options. No decision has been made as to which intersection(s) will have stoplights.

The overlay for Lexington Ave has started and will cause some traffic issues in that area while it is ongoing.

The plan for having an employee over 60 yrs old review reflective signs for ease of reading has been passed. The program would identify signs that need to be replaced.

Fall recycling day will be September 20th at the Ice Arena. Two seats on the Council will be voted on in this year's election.

Mr. Murphy noted that the new Metro Transit route is a great service for the community. Other members noted at least 30 vehicles in the new Park and Ride space on Hwy 65 at the East Bethel Theater on most week days. It was also noted that this may increase traffic on 187th Ave affecting the traffic issue there.

Adjourn

Mr. Murphy motioned for adjournment. Ms. Pierson-Kolodzienski seconded; all in favor, motion carried. Meeting was adjourned at 7:50 p.m.

Respectfully submitted,
Susan Lori Irons
Recording Secretary

Attachments:

1. Budget Report
2. Budget line item
3. Map of intersection
4. Petition with signatures
5. List of Public Attendees
6. Map of 181st Lane
7. Council minutes 1997
8. Letter to Council 2002

City of East Bethel
Revenue / Expense Statement
Fiscal Year 2014
1/1/14 to 9/30/14

	Account Description	Actual - 9/30/14	FY 2014 Budget	YTD as a % of Budget
Public Works - Streets				
	E 101-43220-101 Full-Time Employees Regular	183,078.84	261,600.00	70%
	E 101-43220-102 Full-Time Employees Overtime	11,799.12	10,000.00	118%
	E 101-43220-103 Part-Time Employees	3,961.00	5,900.00	67%
	E 101-43220-105 Employee On Call/Standby Pay	-	3,100.00	0%
	E 101-43220-107 Commissions and Boards	-	1,700.00	0%
	E 101-43220-122 PERA-Coordinated Plan	14,128.37	19,000.00	74%
	E 101-43220-125 FICA/Medicare	16,592.45	25,800.00	64%
	E 101-43220-126 Deferred Compensation	5,546.12	7,400.00	75%
	E 101-43220-131 Cafeteria Contribution	37,432.88	49,500.00	76%
	E 101-43220-151 Worker s Comp Insurance Prem	17,989.66	24,500.00	73%
	E 101-43220-201 Office Supplies	191.16	150.00	127%
	E 101-43220-211 Cleaning Supplies	519.86	400.00	130%
	E 101-43220-212 Motor Fuels	24,552.97	33,000.00	74%
	E 101-43220-213 Lubricants and Additives	2,166.64	3,200.00	68%
	E 101-43220-214 Clothing & Personal Equipment	1,260.58	3,000.00	42%
	E 101-43220-215 Shop Supplies	783.02	1,500.00	52%
	E 101-43220-216 Chemicals and Chem Products	624.02	200.00	312%
	E 101-43220-217 Safety Supplies	666.23	1,800.00	37%
	E 101-43220-218 Welding Supplies	582.78	1,200.00	49%
	E 101-43220-219 General Operating Supplies	368.08	500.00	74%
	E 101-43220-221 Motor Vehicles Parts	6,730.15	7,200.00	93%
	E 101-43220-222 Tires	1,598.65	4,500.00	36%
	E 101-43220-223 Bldg/Facility Repair Supplies	885.36	500.00	177%
	E 101-43220-224 Street Maint Materials	35,711.19	68,400.00	52%
	E 101-43220-226 Sign/Striping Repair Materials	2,865.72	8,000.00	36%
	E 101-43220-229 Equipment Parts	8,688.92	9,600.00	91%
	E 101-43220-231 Small Tools and Minor Equip	2,032.24	2,600.00	78%
	E 101-43220-306 Personnel/Labor Relations	138.67	400.00	35%
	E 101-43220-307 Professional Services Fees	365.00	600.00	61%
	E 101-43220-321 Telephone	2,273.56	2,900.00	78%
	E 101-43220-341 Personnel Advertising	-	100.00	0%
	E 101-43220-342 Legal Notices	61.50	150.00	41%
	E 101-43220-381 Electric Utilities	11,143.28	19,000.00	59%
	E 101-43220-382 Gas Utilities	5,864.99	10,000.00	59%
	E 101-43220-385 Refuse Removal	1,140.47	3,200.00	36%
	E 101-43220-388 Hazardous Waste Disposal	-	500.00	0%
	E 101-43220-401 Motor Vehicle Services (Lic d)	9,906.07	8,200.00	121%
	E 101-43220-402 Repairs/Maint Machinery/Equip	21,169.32	6,400.00	331%
	E 101-43220-403 Bldgs/Facilities Repair/Maint	6,054.26	4,500.00	135%
	E 101-43220-404 Street Maint Services	1,087.50	52,000.00	2%
	E 101-43220-408 Information System Services	-	600.00	0%
	E 101-43220-422 Auto/Misc Licensing Fees/Taxes	327.00	100.00	327%
	E 101-43220-431 Equipment Replacement Chgs	125,000.00	125,000.00	100%
	E 101-43220-433 Dues and Subscriptions	-	100.00	0%
	E 101-43220-434 Conferences/Meetings	185.00	-	N/A
		565,472.63	788,000.00	72%

**City of East Bethel
Balance Sheet
Fiscal Year 2014
9/30/14**

Fund Name	Street Construction - State Aid (402)	Street Capital Projects (406)
G xxx-10100 Cash	20,924.53	904,426.19
G xxx-10200 Petty Cash		
G xxx-10700 Taxes Receivable-Delinquent		
G xxx-12200 Special Assess Rec - Delinquent		658.38
G xxx-12300 Special Assess Rec-Deferred		
G xxx-13100 Due from Other Funds		
G xxx-13300 Due from Other Entities (Loan Payable)		
G xxx-16100 Land		
G xxx-16200 Building		
G xxx-16210 Depreciation		
G xxx-16300 Improvements		
G xxx-16310 Depreciation		
G xxx-16400 Machinery		
G xxx-16410 Depreciation		
Total Assets	20,924.53	905,084.57
G xxx-20400 Sales Tax Payable		
G xxx-20700 Due to other funds		
G xxx-20810 State Surcharges		
G xxx-20820 Due to MCES		
G xxx-21706 Medical		
G xxx-21707 Dental		
G xxx-21710 Medical Cafeteria Exp		
G xxx-21711 Dependent Care Cafe Exp		
G xxx-21712 Medical Cafe Reimb CY		
G xxx-21714 Dependant Care Reimb		
G xxx-21719 Union Dues		
G xxx-21721 COBRA		
G xxx-21722 COBRA		
G xxx-21724 COBRA		
G xxx-22200 Deferred Revenues		658.38
G xxx-22500 Bonds Payable Current		
G xxx-23110 Bonds Payable Non Current		
G xxx-21500 Accrued Interest Payable		
G xxx-23200 Bond Premium		
G xxx-23900 Compensated Absences Payable		
G xxx-24500 Escrow		
Total Liabilities	-	658.38
Fund Balance		
G xxx-25300 Unreserved Fund Balance at 12/31/13	(400,023.04)	713,818.72
Excess of Revenues over Expenses (1/1/14 to 9/30/14)	420,947.57	190,607.47
Total Fund Balance	20,924.53	904,426.19
Total Liabilities and Fund Balance	20,924.53	905,084.57

City of East Bethel
Revenue / Expense Statement
Fiscal Year 2014
1/1/14 to 9/30/14

	Account Description	Actual - 9/30/14	FY 2014 Budget	YTD as a % of Budget
Street Project State Aid				
	E 402-40200-302 Architect/Engineering Fees	20,500.24	-	N/A
	E 402-40200-404 Street Maint Services	-	-	N/A
	E 402-40326-302 Architect/Engineering Fees	-	-	N/A
	E 402-40326-307 Professional Services Fees	-	-	N/A
	E 402-40326-530 Improvements Other Than Bldgs	-	-	N/A
	E 402-43121-302 Architect/Engineering Fees	-	-	N/A
	E 402-43125-302 Architect/Engineering Fees	1,938.17	-	N/A
	E 402-43125-510 Land	-	-	N/A
		22,438.41	-	N/A
Street Project Non-State Aid				
	E 406-40600-302 Architect/Engineering Fees	-	-	N/A
	E 406-40600-307 Professional Services Fees	-	-	N/A
	E 406-40600-342 Legal Notices	-	-	N/A
	E 406-40600-404 Street Maint Services	235,629.83	-	N/A
	E 406-40600-530 Improvements Other Than Bldgs	-	-	N/A
		235,629.83	-	N/A



City of East Bethel Road Commission Agenda Information

Date:

October 14, 2014

Agenda Item Number:

Item 5.0

Agenda Item:

Drainage Improvements for 181st LN

Requested Action:

Discuss options for drainage improvements for Nordin Estates

Background:

The Nordin Estates Development was constructed in 1972. Lots 13 & 14, Block 4, have experienced ponding concerns since their homes were constructed in 1980. With the recent high water levels from heavy rains the issue has returned. The City pumped water for four days this spring/summer to help alleviate the problem, but pumping is only a temporary fix.

The design of the drainage does not allow for any storm water to flow out of the area until it has reached a level where it is over the elevation of the drain fields and approaching basement levels. The construction met city design standards at that time but would not meet current engineering standards.

At the September 9, 2014 Road Commission meeting, staff was directed to work with the City Engineer to look at possible options to improve the storm water drainage. Of the possible options explored, the most feasible and cost effective solution would be to tie into the existing storm water drainage located on 182nd LN via storm water pipe placed between property lines on the existing property easements. Attachment 5.1 shows the possible location of the stormwater pipe with cost estimates broken down in attachment 5.2. Possible project funding sources include a neighborhood assessment, the Street Capital Fund, or a combination of the two.

Attachments:

5.1) Map of Project Location

5.2) Project Cost Estimate

Fiscal Impact: To be determined

Recommendation(s):

Road Commission Action

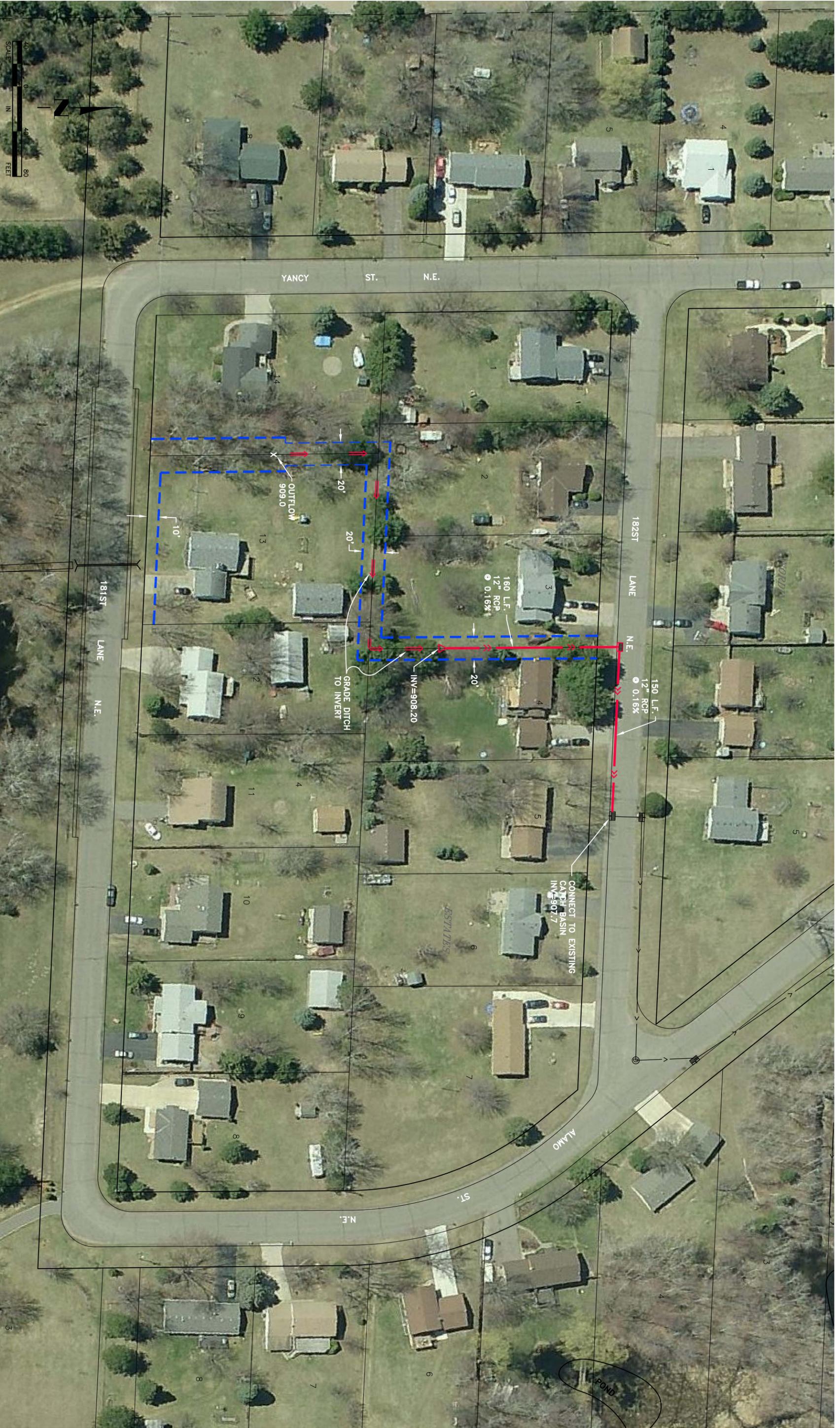
Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



LEGEND
- - - - - PROPOSED STORM SEWER
- - - - - PROPOSED DRAINAGE AND UTILITY EASEMENT
- - - - - PROPOSED DRAINAGE FLOW

**PROPOSED DRAINAGE IMPROVEMENTS
NORDIN ESTATES**

**ENGINEER'S ESTIMATE
NORDIN ESTATES STORMWATER IMPROVEMENTS**

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	ESTIMATED QUANTITY	ESTIMATED COST
1	MOBILIZATION	LUMP SUM	\$2,500.00	1	\$2,500
2	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$2.50	200	\$500
3	REMOVE BITUMINOUS PAVMENT	SQ YD	\$5.00	283	\$1,415
4	COMMON EXCAVATION	LUMP SUM	\$3,000.00	1	\$3,000
5	TOPSOIL BORROW	CU YD	\$20.00	70	\$1,400
6	AGGREGATE BASE CLASS 5	TON	\$30.00	68	\$2,040
7	MILL BITUMINOUS SURFACE (1.5")	SQ YD	\$5.00	22	\$110
8	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$5.00	14	\$70
9	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$120.00	28	\$3,360
10	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	\$110.00	34	\$3,740
11	CONNECT TO EXISTING STORM SEWER	EACH	\$1,500.00	1	\$1,500
12	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48 - 4020	EACH	\$2,000.00	1	\$2,000
13	CASTING ASSEMBLY	EACH	\$600.00	1	\$600
14	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	\$35.00	304	\$10,640
15	12" RC PIPE APRON	EACH	\$500.00	1	\$500
16	TRAFFIC CONTROL	LUMP SUM	\$1,000.00	1	\$1,000
17	TURF ESTABLISHMENT	LUMP SUM	\$1,000.00	1	\$1,000

Estimated Construction Cost	\$35,375
Overhead and Contingency (25%)	\$8,844
Estimated Project Cost	<u>\$44,219</u>



City of East Bethel Road Commission Agenda Information

Date:

October 14, 2014

Agenda Item Number:

Item 6.0

Agenda Item:

Council Report and Other Business

Requested Action:

Informational Item

Background:

Staff and the Roads Commission will discuss current issues facing the City Council with the City Council liaison, Tim Harrington.

Attachments:

Fiscal Impact:

Recommendation(s):

Road Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____