

WRIGHT COUNTY TRANSPORTATION COMMITTEE OF THE WHOLE

Meeting Minutes

APPROVED

December 20, 2017 at 1:00pm

Wright County Highway Building
3600 Braddock Ave NE
Room 134 A/B

Members Attending:

Virgil Hawkins, Highway Engineer
Lee Kelly, County Coordinator
Christine Husom, County Commissioner
Darek Vetsch, County Commissioner
Michael Potter, County Commissioner
Mark Daleiden, County Commissioner

Others Attending:

Aaron Brom	Chad Hausmann, Assistant Highway Engineer
Jack Fulton	Steve Meyer, Hwy. Maintenance Superintendent
Darlene Haus	Brian Jans, Hwy. Maintenance Supervisor
Lindsay Kvehn	Jeremy Carlson, Wright County Right-of-Way Agent
Kevin Yonaki	Kevin Johnson, Hwy. Senior Construction Technician
Adam Nafstad, City of Albertville	Loren Green, Hwy. Dept. Administrative Assistant
Lloyd Hilgart, City of Monticello	Marc Mattice, Wright County Parks Director
Tom Moores, City of Monticello	Steve Bot, City of St Michael
Angela Schumann, City of Monticello	Tom Pawelk, City of Monticello Parks
Bob Idziorek, Monticello Township	

1. Introduction: Mark Daleiden opens meeting.

2. 2018 Wright County Transportation Plan Update

Virgil Hawkins gave an update. The Highway Dept. received proposals from two engineering firms. This is a long range plan that looks beyond our current 5 yr. plan. The county budgeted \$100,000 in 2018. While it does exceed the county budget, we received financial commitments from St. Michael, Otsego and Albertville totaling \$30,000. MnDOT may also contribute financially towards the plan but no solid commitment as of this date. The county staff reviewed the two proposals received, one with an estimated cost of \$139,600 from SRF and the other for \$169,000. Highway would like to hire SRF to do the plan. Hilgart asked why they wanted to go with SRF? Hawkins explained that not only were they the low bid, but they have done many similar projects for MnDOT and other local agencies.

RECOMMENDATION: It was the consensus that a recommendation be made to the Wright County Board of Commissioners to accept the proposal and hire SRF for this project.

3. Construction Projects Update (Highway 9, 38 and 18)

9: Chad Hausmann gave an update on said projects. Construction plans are being prepared by consulting engineer incorporating county roadway improvements with needed city utility upgrades. Approx. 75% complete. Acquisition of necessary easements (9 parcels) will begin in January 2018 with construction planned to begin in the spring. It is expected to take a full construction season to complete. Potter tells Hausmann that people are happy with this improvement but make sure it is done correctly.

38: Mark Daleiden asked about 38. Construction plans for 38 (from O’Dean to TH101) are being prepared and are approx. 75% complete. Offers have been presented to all property owners where easements are needed. Over ½ the involved properties have agreed to offers at this time. Construction is planned for May 2018 and estimated to be completed fall 2018. Daleiden asked Jeremy Carlson what notice he sent out to residents on 38. Carlson said survey work and boring notices were sent and that the project was upcoming. Potter says it will be a great project for that area as it will alleviate much congestion. Daleiden asked about a speed study being completed MnDOT on 38 by Martin Farms. Hausmann said they wanted to establish a speed limit there and MnDOT has completed the field work for the speed study on 38 (from 19 to TH101). There is a disagreement within MnDOT to make an official determination, which we are currently waiting on.

18: Preliminary plans are nearing completion. Revisions have been made to reduce the impacts/address concern of property owners. Final construction plans are expected to be completed within the next month. An appraiser will be hired shortly to determine the land acquisition values. Construction is planned for May 2018, but impacts and detours must wait until the school year is over in early June. The contract will require the roadway to reopen to traffic by the beginning of the new 2018-2019 school year. Daleiden asked if it will go into school time for sure? Hausmann said that depends on the soil borings – did new soil borings yesterday, we should be able to get the project done in the summer time frame. The road will be open for school regardless, and work may extend into 2019.

Potter asked about the Haus property – how much were impacts reduced? Hausmann said it was reduced from 0.8 acres to about 0.3 acres. Vetsch asked if they are doing a roundabout on 18. Hausmann said yes. Hausmann said they are finishing study on roundabouts vs. a 4 way stop at the intersection of Maclver/Hwy.18 and Naber Ave/Hwy.18. Looking at crash rates, in comparison based on other roadways. Looking at volume and delay and if in the long term it can handle the traffic. Potter asked about future developments – how do they plan for handling the extra traffic? Hausmann said this is based on the future development proposals themselves, they will determine if there is a need to improve the highways to handle the extra traffic. Developers would then be responsible for any additional improvements. Daleiden asked if they are closing off an entrance to Big Woods Elementary? Hausmann said they are talking of potentially adding an entrance East of Naber – to give alternates. Potter asked if the St Michael fire chief has been made aware of alternate routes? Yes, he’s been made aware. Hausmann stated that they are doing a traffic study which will let them know what they need to do for school access routes during construction.

Daleiden opened the discussion for comments by attendees with any new business. Darlene Haus asked if there are any state or fed funds being used for the roundabouts? Hausmann said there are no state or federal funds being used by the county. The City may be using state funds for their share and says the plans will go thru MNDOT review. Haus asked, in reference to Maclver & 18, what is the critical crash rate at that intersection, adding that the numbers she has do not match up to what the county has given her. She indicated that the Sheriff’s Dept. Crash map analysis tool showed zero accidents on the entire stretch and both intersections from May 2015 to the present and that the above average crash rate applies to half of all existing intersections in the county, and what really mattered was the critical crash rate.

Hawkins said they look at current traffic volume and 20yr projected volumes. He said that adding a roundabout provides more safety and reduces crashes, especially severe crashes. Haus questioned the critical crash data and made mention of there being no need to add a roundabout. Haus stated that the traffic data she had from the Wright County Highway Department went back to 2006, showing no fatalities. Daleiden added that the ultimate goal is to reduce the potential for any type of accident, not just critical, and this would include looking ahead at future potential. Accompanying Haus is Jack Fulton who commented that the only real way to prevent critical crashes is to not drive. Haus then continued, stating that she “wanted to remind everyone that the farm is in Ag Preserve. And when a woman says NO, it means NO. It’s a No take option.” Haus continued and mentioned two vehicles that had trespassed on her property, one being an unidentified Wright County Surveyor vehicle and the other a truck (Glacial Ridge Drilling) who Haus stated told her Wright County Highway Dept informed them that the property was “a community owned garden and had permission to park there.” Haus stated she called their (Glacial Ridge Drilling) dispatch to have the truck removed. Haus stated to the committee that she wouldn’t tolerate any more trespassing on her property and to make sure any county vehicles stayed within the right of way.

No further comments.

4. Federal Funding (FY2022) Project Application

The current design on CSAH 19 in the area of TH241 one way pairs was constructed in 2008 as an interim solution. Since 2004, traffic has grown on CSAH 19 approx. 50% to 12,900 cars in the area based on 2016 count. The plan is to remove confusing lane drops and shifts. This will increase accessibility by increasing capacity, decreasing delays and reducing crashes. The project would likely require acquisition of several properties along the corridor. Wright County applied for funding last year and was unsuccessful. With the support of St Michael, they are proposing to apply again January 2018 for approx. \$2,000,000.00 in Federal Funds to reduce local costs. Federal Funds would be available in 2022. Potter believes the application will be approved this year. Applications are due January 5 and results of the application should be available by April, 2018.

5. Major Equipment Budget Update

Hawkins said they purchased all equipment identified in the budget and have two additional items not budgeted for that could be purchased as they had money left over. The two items are: A message Board that needs to be replaced (was hit and needs to be replaced) and trade in the wheeled bobcat for a tracked bobcat. Brian Jans said the person that hit the message board, their insurance paid for the repair/replacement so there is still money left over there. Daleiden asked how many message boards we currently have? Steve Meyer indicated they have 4 as of now.

RECOMMENDATION: It was the consensus that a recommendation be made to the Wright County Board of Commissioners to support the purchase of the tracked bobcat, the needed attachments for the bobcat and the message board.

6. Briarwood Avenue (Access to Bertram Chain of Lakes Regional Park)

With the recent and proposed development of Bertram Chain of Lakes Regional Park, Monticello Township believes additional regional park traffic will create impacts to Briarwood Ave NE. They have requested that Wright County and the City of Monticello make the necessary improvements needed to Briarwood Ave NE due to extra traffic generated by the regional park. The City of Monticello completed a feasibility report for the Athletic field’s portion of the park. Currently, Briarwood Ave NE doesn’t meet the requirements to become a county hwy. A traffic count was done in July 2015. Tom Moores said that once the park is built out, there will likely be 1400-1500 cars a day. Christine Husom asked what is the capacity for the road to handle? Vetsch mentioned that there are now more heavy weight vehicles like buses and RV’s using the road. Moores said the city study was just for the athletic facility, not the parks and talked about the budget and how fast the project

will be completed. The plan has been broken into phases due to budgeting. There is no field construction taking place in next phase. No detailed traffic count was given, they just had a projected attendance for when all the fields are up and running. Potter asked how many fields in total there will be? Angela Schumann said roughly 14. Husom asked how much involvement is County? Marc Mattice said the city & county agreed to a cost share. Mattice also said they would like the Hwy Dept. engineers to help them properly apply for possible State Park Road Account funding. Potter reiterated that Briarwood does not qualify to become a county road. Bob Idziorek said the township is concerned with the cost of maintenance, saying that they don't necessarily benefit from the park complex going in so the extra wear on the roads would become their issue, and is a cost they didn't ask for. Hawkins asked if city could annex the road to make it a city street? Schumann said there are several things to consider when annexing. Moores said the park/complex IS a benefit for the township and hopes the township takes into consideration that this involves growth & development. Schumann asked if a study would be able to determine the estimated additional new wear vs. the current wear? Hausmann said yes. Tom Pawelk said the City agreed to help fund improvements but not maintenance. Daleiden asked about county sales tax for Briarwood. Can they use any sales tax for this project? Hawkins said there would have to be a public hearing to approve that, but it is possible. Mattice asked what the biggest cost concern was for the township - if they are more concerned with seal coat/cracks or snow plowing? The response was the long term maintenance/repair based on additional use, not the snow plowing. Meyer indicated that they have to be very careful what we do, listing several roads leading to county parks with some temporary repairs. Schumann said if there were a study performed, maybe there could be a funding allotment discussion for long term shared maintenance. Hilgart explained his perspective, that the City and County decided to do this improvement and why, in his opinion, it is not fair for the township to have to pay for what they didn't want. He further explained that the township already pays for certain things like maintenance, so what they already spend on maintenance/repair would be worked into a cost share so that their cost doesn't increase. Pawelk suggests that they do a study to see the cost for adding the improvements vs. what is there already, including current maintenance vs. future maintenance, indicating they should have a study on the north and south end in the spring of the year and fall. And also a study on 90th street. Husom said they should perform the study several times a year to get accurate numbers. Vetsch asked who funds this study? The response is the City & County share the cost of the study. Hausmann said it could take about a year to get a complete study with an estimated cost under \$10,000. WSB would likely cost less since they have already done some work on it for the city. Pawelk asked if the township is agreeable to discussions on how to proceed? Response is yes, the agreement is to move forward. Hawkins said they will get some quotes to get study done. Pawelk asked when goal date for study would be? Hausmann indicated the end of September 2018.

RECOMMENDATION: It was agreed upon that a recommendation be made to the Wright County Board of Commissioners to continue to move forward with this project and to have cost analysis and maintenance studies performed.

Other: Nothing.

Adjourned: 2:36pm

Item 2 – TCOTW, 12/20/17 – 2018 Wright County Transportation Plan Update

Background: The Highway Department received proposals from two (2) qualified engineering firms to prepare the *Wright County 2018 Long Range Transportation Plan*. This plan would be an update to both the 1994/95 Transportation Plan and the 2004 Northeast Wright County Sub-Area Transportation Study.

This Plan will include providing an analysis of existing transportation system conditions, updating transportation goals and objectives for Wright County, a future transportation system plan along with policies to implement that plan. This Plan will integrate input from the public and interested agencies to address critical transportation issues that may include, but not be limited to:

- Capacity and connectivity (intra and inter-county)
- Functional Classification modifications/revisions
- Safety (review/reference County Roadway Safety Plan)
- Operations
- Alternate modes of travel
- Access
- Intersection/interchange issues
- Jurisdictional modifications
- Land development policies' impact on transportation
- Autonomous vehicle infrastructure needs
- Sensitive natural resource constraints
- Right of Way and corridor preservation
- New river crossings and system continuity
- Inter-County and interstate linkages
- Transportation System preservation and performance analysis
- Project and financing methods
- Met Council Sub-Area modeling (NE area of county)

The county budgeted \$100,000 in 2018 for this plan, and has received commitments from both the city of Otsego and city of Albertville for financial participation (totaling \$30,000). MnDOT might also contribute financially towards this plan, but have not any affirmed commitment to date.

County staff has reviewed the two (2) proposals received, one with an estimated cost of \$139,600 and the other at an estimated cost of \$169,000 for an equivalent scope of services. The work is proposed to begin in January, 2018 and the Plan is scheduled to be completed by the end of 2018.

Highway Staff Recommendation/Action item:

Highway staff recommends accepting the proposal from SRF Consulting Group, Inc. with an estimated cost proposal of \$139,600.

Item 3 – TCOTW, 12/20/17 – Construction Project Update (CSAH 9, 38, and 18)

Background: Provide status update on highway reconstruction projects scheduled for 2018.

Highway 9 Project: (Approx. 1.0 mile from Atlantic to North Shore Dr.)

Design: Construction plans are being prepared by consulting engineer incorporating county roadway improvements with needed city utility upgrades. Plans are approximately at 75% complete.

Right of Way: Acquisition of necessary easements (9 parcels) will begin in January.

Construction: Construction is planned to begin in the spring of 2018. The project is expected to take a full construction season because in addition to the reconstruction of the existing roadway and addition of an off-road trail, replacement of city sewer and water lines is included in the scope of the project.

Highway 38 Project: (Approx. 1.6 miles from Odean Ave to Quaday Ave. NE)

Design: Construction plans are being prepared by highway engineering division staff. Plans are approximately at 75% complete.

Right of Way: Offers have been presented to all property owners where easements are needed. Over half of properties have agreed to offers (16 of 29) as of 12/19/2017.

Construction: Construction is planned to begin in May of 2018, and is expected to be completed and open to traffic by early fall of 2018.

Highway 18 Project: (Approx. 1 mile from MacIver Ave to Naber Ave)

Design: Preliminary plans are nearing completion. Revisions were made to reduce impacts and address other property owner concerns. Preparation of final construction plans is expected to begin in within in the next month.

Conducting additional soil borings 12/19/2017 to gather more subgrade information in area of wetland. We need this to finalize our design of the subgrade and better estimate costs.

Right of Way: An appraiser will be hired within the next few weeks (8 parcels).

Construction: Construction is planned to begin in May of 2018, although no detours or impacts to traffic will be allowed until school year is over. Contract will require roadway reopened to traffic by the beginning of the 2018/2019 school year.

Recommendation/Action item:

Informational item only.

Item 4 – TCOTW, 12/20/17 – Federal Funding (FY 2022) Project Application

Background:

The current design/configuration on CSAH 19 in the area of the TH241 one way pairs was constructed in 2008 as an interim solution until funding, traffic, and safety necessitated the buildout to the long-range MnDOT staff approved layout configuration. Since 2004 traffic has grown on CSAH 19 by approximately 50% to almost 13,000 AADT (2014).

Removing the confusing lane drops and shifts will increase accessibility by increasing capacity, decreasing delay and reducing crashes.

Mobility will be enhanced for both pedestrians, cars, and freight traffic by improving the access to and from TH 241 and decreasing the delays at these two signalized intersections.

The project would most likely require the acquisition of several properties along the corridor.

Wright County applied for funding last year and was unsuccessful. With the support of St. Michael we are proposing to apply in January for approximately \$2,000,000 in Federal Funds to reduce the local costs. Federal funds would be available in 2022.

Highway Staff Recommendation/Action item:

Informational item only.

Item 5 – TCOTW, 12/20/17 – Major Equipment Budget Update

Background:

The Highway Department's 2017 Major Equipment budget is \$752,545. We have purchased all of the major equipment identified in the budget and have two additional items, not budgeted for, that could be purchased and still remain approximately \$16,000 under our 2017 budget of \$752,545.

The two additional items are as follows:

- | | |
|---|----------|
| 1. Replace message board (unit #756) that was totaled out | \$17,094 |
| 2. Trade in wheeled Bobcat for a track Bobcat | \$30,000 |

Currently Highway staff has more use for a track Bobcat machine (versus a wheeled machine) due to the nature of the work involved.

Highway Staff Recommendation:

Trade in the wheeled machine for a track machine utilizing 2017 major equipment budget funds.

Item 6 – TCOTW, 12/20/17 – Briarwood Avenue, Monticello Township

Background:

With recent and proposed development of the Bertram Chain of Lakes Regional Park, Monticello Township believes additional regional park traffic will create impacts to Briarwood Avenue NE, a township road. As part of the permitting process Monticello Township has requested that Wright County and the City of Monticello make necessary improvements to mitigate the additional traffic impacts to Briarwood Ave NE generated by the regional park.

The City of Monticello, through their contract with WSB, Inc. has completed a feasibility report for the Athletic Fields portion of the park, which includes average daily and peak traffic levels.

Highway Staff Recommendation/Action Item:

The Highway Department Engineering Division, subject to staff availability, could review the feasibility report that has been prepared by the city's consultant and offer comments regarding appropriate mitigation to the township road (Briarwood Avenue NE) due to the regional park development.

Briarwood Ave NE does not meet the criteria for a county highway or serve a county function.

Some of the criteria for a county highway that are not met by Briarwood Ave NE include:

- County highways should be of sufficient length to provide inter-connections between major population centers within the county, as well as connections to adjacent counties.
- County highway end points should terminate at roadways that are under county or state jurisdiction.

We recommend that the impacts to Briarwood Ave NE from the regional park be determined and improvements made accordingly.



- ### Legend
- 1 Park Entrances
 - 2 Parking Lots
 - 3 Interim Athletic Park
 - 4 Public Swimming Beach
 - 5 YMCA Day Camp Manitou
 - 6 Picnic Shelters (avail. to rent)
 - 7 Natural Theme Playground
 - 8 Bertram Lake Chalet (avail. to rent)
 - 9 Amphitheater (avail. to rent)
 - 10 Fishing Piers
 - 11 Canoe/Kayak Launch
 - 12 Hiking Trails
 - 13 Mountain Bike Trails
 - 14 YMCA Pool & Splash Park
 - 15 YMCA High Ropes & Zip Line

Athletic Park Parking
10224 Briarwood Ave NE

Beach Parking
9910 Briarwood Ave NE

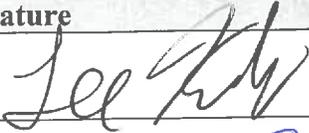
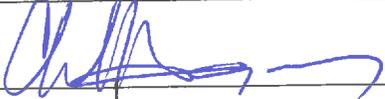
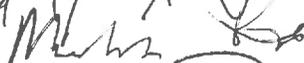
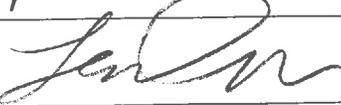
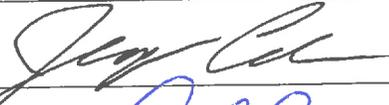
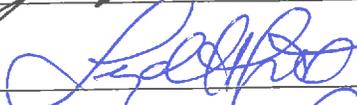
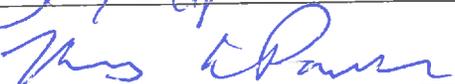
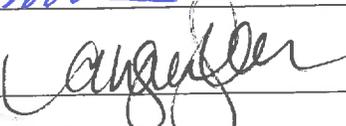
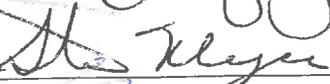
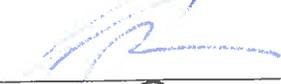
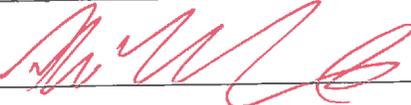
Trailhead Parking
1744 90th Street NE

To Monticello
90TH STREET NE

MEETING SIGN-IN SHEET

Committee:
Wright County Transportation
Committee of the Whole Meeting

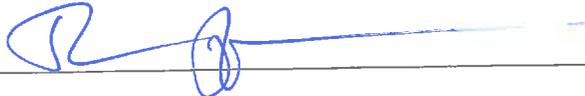
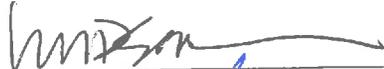
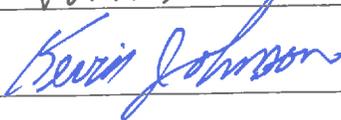
Meeting Date: December 20, 2017

Name Printed	Signature
Lee Kelly	
Virgil Hawkins	
Chad Hausmann	
Charles Borrell	Absent
Christine Husom	
Darek Vetsch	
Mark Daleiden	
Michael Potter	
Loren Green	
Jeremy Carlson	
Lloyd Hilgart	
Tom Pavellk - Parks	
Tom Moore City of Monticello	
ANGELASCHUMANN, CITY OF MONTICELLO	
Steve Meyer Wright Co. Highway	
Aaron Brown	
Steve BOT - City of St. Michael	
Adam Natstad - Abertville	

MEETING SIGN-IN SHEET

Project:
Wright County Transportation
Committee of the Whole Meeting

Meeting Date: December 20, 2017

Name Printed	Signature
Jack Fulton	
Darlene Haus	
Lindsay Kvehn	
Kevin Johnson	
Brian Jans	
Bob ^{Morse Top} Iiszioek	
Christine Huson	
Kevin Yonaki	