

## **CITY COUNCIL WORK SESSION MEETING AGENDA**

**AFTON CITY COUNCIL CHAMBERS  
3033 St. Croix Trail South  
Monday, April 24, 2017  
At 5:00 p.m.**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA – April 24, 2017 Council Work Session**
- 4. CITY COUNCIL BUSINESS**
  - A. Street Improvement Planning**
  - B. Downtown Village Improvements Project**
  - C. Carlson 60<sup>th</sup> Street PLCD Update**
  - D. Fire Relief Association Pension Benefit Policy**
  - E. Kelles Creek Watershed Septic System Inspection Program**
- 5. ADJOURN**

**A quorum of the City Council or Other Commissions may be present to receive information at this meeting**

**City of Afton**  
**3033 St. Croix Trl, P.O. Box 219**  
**Afton, MN 55001**

# Meeting Date Apr. 24, 2017

## Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: April 21, 2017  
Re: Street Improvements Planning

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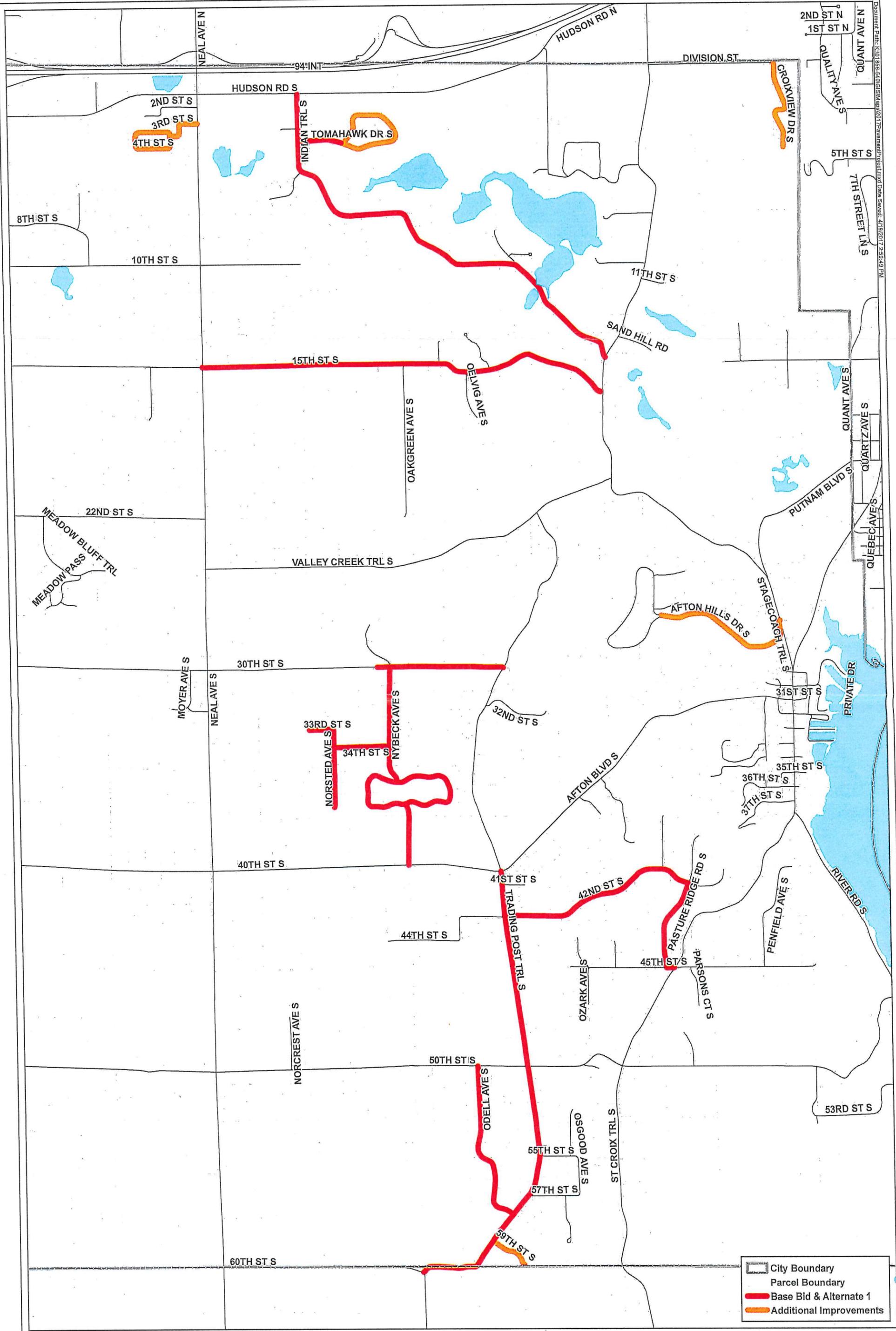
The low bid for the 2017 Pavement Management Project came in substantially under the estimated cost. The street construction cost including Alt. No. 1, plus the culvert replacement costs, plus the engineering costs is a total of \$2,512,730.34. Adding a 5% contingency to this amount would increase the total cost to \$2,764,000. This amount is \$736,000 less than the \$3,500,000 bond issue, the proceeds of which will be minimally reduced by issuance costs. The Public Works Committee met on Thursday, April 13 to discuss options for the use of the unused bond proceeds. These options included adding more miles of street improvements to the 2017 Pavement Management Project and bidding a second street improvement project with additional streets. The Committee's discussion also included options for River Road improvements. Attached are two spreadsheets prepared by Stan Ross, one showing the costs related to the bid awarded plus additional streets recommended to be improved in 2017, and the other showing roads remaining to be improved. Also attached is a map showing the specific additional roads to be added to the work of the low bidder.

### Council Action Requested

**Motion regarding additional street improvements**

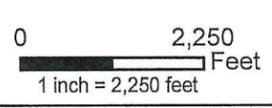
Normalized width (feet) = 24									
2017 - Bonding Reclamation Roads List									
Street Name	From	To	Segment Width	Segment Length	Total real Length	Normalized Length (miles)	Ranking / Group / Code	Bond Summary	
15th Street	Neal Ave.	Stagecoach Trail	22	11027	2.09	1.91	R1	Base Bid Amount =	\$2,109,048.84
30th Street	Trading Post Road	300' West of Nybeck	23	3309	0.63	0.60	R2	Alt # 1 (Oakgreen) =	\$116,845.50
Indian Trail Road	Hudson Road	Stagecoach Trail	23	12392	2.35	2.25	R3	Culvert Material Cost =	\$38,436.00
Trading Post Trail	40th Street	60th Street	23	11007	2.08	2.00	R4	Culvert Labor Cost =	\$98,400.00
33rd Street	Norsted Avenue	west end	25	524	0.10	0.10	M0	Engineering Cost =	\$150,000.00
34th Street	Nybec Ave.	Norsted Ave.	24	1467	0.28	0.28	M0	(WSB) Surveying =	\$32,000.00
42nd Street	Trading Post Trail	Paradox Ave.	24	4557	0.86	0.86	M0		\$2,544,730
Norsted Ave.	South End	33rd Street	25	2034	0.39	0.40	M0		
Odell Avenue	50th Street	Trading Post Trail	23	4422	0.84	0.80	M0	Total Road Miles =	12.95
Nybeck Ave.	30th Street	Oakgreen Circle	24	4530	0.86	0.86	M0		
					10.47	10.07		Cost per road mile =	\$196,532
2017 - Bonding Mill & Overlay Roads List									
42nd Street	N/O 15115	Pasture Ridge			0.41			Added Roads Funds Summary	
Pasture Ridge Road	45th Street	42nd Street	24	2422	0.46	0.46	M1	Bond Available Funds =	\$3,430,000 (\$3.5m - \$70k in cost)
Tomahawk Drive	Indian Trail Road	Tomahawk Lane	20	2848	0.23		M0	Roads in Bid Package Cost =	\$2,544,730
Oakgreen Avenue	Oakgreen Circle	40th Street	24	1630	0.31	0.31	M0	Funds Available After Bid =	\$885,270
Oakgreen Circle East			24	3178	0.60	0.60	M0	Added Roads Total Cost =	\$717,095
Oakgreen Circle West			24	2488	0.47	0.47	M0	Remaining Funds after Added Roads =	\$168,175 (to be used for 50th & Valley Creek cut and patch)
					2.48	1.84		***Allowed 25% Overage =	\$556,474 (limit on how much over spending is allowed)
2017 - Additional Roads List									
Street Name	From	To	Segment Width	Segment Length	Total real Length	Normalized Length (miles)	Ranking / Group / Code	Estimated Cost	
Reserve									\$200,000
River Road	St. Croix Trail	50th Street	15	7615	1.44	0.90	R5		\$86,558
Afton Hills Drive	Stagecoach Trail	Tee	21	3963	0.75	0.66	M1		\$129,072
3rd Street	Neal Ave.	Morgan Ave.	22	1001	0.19	0.17	M2		\$34,154
3rd Street	Morgan Ave.	Minar Ave.	24	883	0.17	0.17	M2		\$32,867
4th Street	Minar Ave.	Morgan Ave.	20	858	0.16	0.14	M2		\$26,614
59th Street	Trading Post Road	Cul-De-Sac	24	1089	0.21	0.21	M2		\$40,535
Croixview Ave.	Division Street	Cul-De-Sac South	21	2388	0.45	0.40	M2		\$77,775
Morgan Ave	4th Street	3rd Street	20	309	0.06	0.05	M2		\$9,585
Minar Ave.	3rd Street	4th Street	20	501	0.09	0.08	M2		\$15,540
Tomahawk Lane	Tomahawk Drive	Tomahawk Drive	20	2076	0.39	0.33	M2		\$64,394





	City Boundary
	Parcel Boundary
	Base Bid & Alternate 1
	Additional Improvements

**Project Location Map**  
 2017 Pavement Management Project  
 Afton, MN



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**3033 St. Croix Trl, P.O. Box 219**  
**Afton, MN 55001**

# Meeting Date April 24, 2017

## Council Action Memo

To: Mayor Bend and Members of the City Council  
From: Ron Moorse, City Administrator  
Date: April 21, 2017  
Re: Assessment Roll Update

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During staff's review of the proposed Downtown Village Improvement Project assessment roll in preparation for the assessment hearing, staff identified several parcels that were included on the assessment roll, but for a number of reasons their inclusion should be reconsidered. If the Council determines some or all should be removed from the assessment roll, the Council can revise the assessment roll at the assessment hearing.

Parcels to be reconsidered regarding their inclusion in the assessment roll are as follows:

1. The parcel on River Road with PID# 26.028.20.22.0002. This parcel is a nonconforming parcel adjacent to the parcel at 3988 River Road, which is under the same ownership. The house at 3988 River road straddles the two lots. The undeveloped parcel is not buildable.
2. The two undeveloped parcels on River Road with PID#'s 22.028.20.44.0013 and 22.028.20.44.0012. These parcels are nonconforming and under common ownership. The total acreage of both parcels is 1.907 acres, which is less than the minimum 2.5 acres required for a buildable lot. These lots have not been determined to be buildable.
3. The parcel at 3787 St. Croix Trail. The size of this parcel is 18.4 acres. The parcel has an existing septic system and has land available for an alternate septic system site.
4. The parcel on 30<sup>th</sup> Street with PID# 22.028.20.11.0018. This parcel is a cemetery owned by the St. Paul Evangelical Lutheran Church.
5. The parcel on 33<sup>rd</sup> Street with PID # 22.028.20.14.0034. The size of this parcel is 16,346 sq. ft. vs. the minimum lot size of 22,500 sq. ft. The Council has, in recent years, approved variances for two properties in the VHS to enable them to be buildable so they could be connected to the new sanitary sewer system. One of these is adjacent to this parcel, and has 19,384 sq. ft. The other has 15,000 sq. ft. The owner of this property did not choose to apply for a variance to make the parcel buildable. However, he is interested in a sewer stub being provided to the parcel and would not object to the assessment.

# PRESERVATION & LAND CONSERVATION DEVELOPMENT - SKETCH

Part of the Southeast Quarter of Section 32 and part of the Southwest Quarter of Section 33,  
all in Township 28 North, Range 20 West, City of Afton, Washington County, Minnesota

Developer:



**J.P. Bush**  
HOMES  
Labeland, Minnesota

Property Owner: Will Carlson

TOTAL PARCEL AREA = 218.6 acres

Proposed Conservation Easements  
OPEN SPACE = 109.7 acres  
(50.2% gross parcel area)

Proposed Lots (20 total) = 100.6 acres

Proposed Road Right of Way = 8.3 acres

Proposed Road Right of Way Width = 60 feet

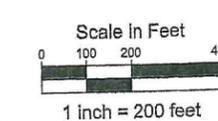
Proposed Road Right of Way Width  
(60th Street South) = 33 feet from center line

Proposed Length of Cul-De-Sac -  
Point A to Point B = 3,400 lineal feet  
Point C to Point D = 690 lineal feet

Proposed Road Type - 24 foot wide rural section  
All proposed lots have a minimum of 2.5 acres of buildable area.

## Legend

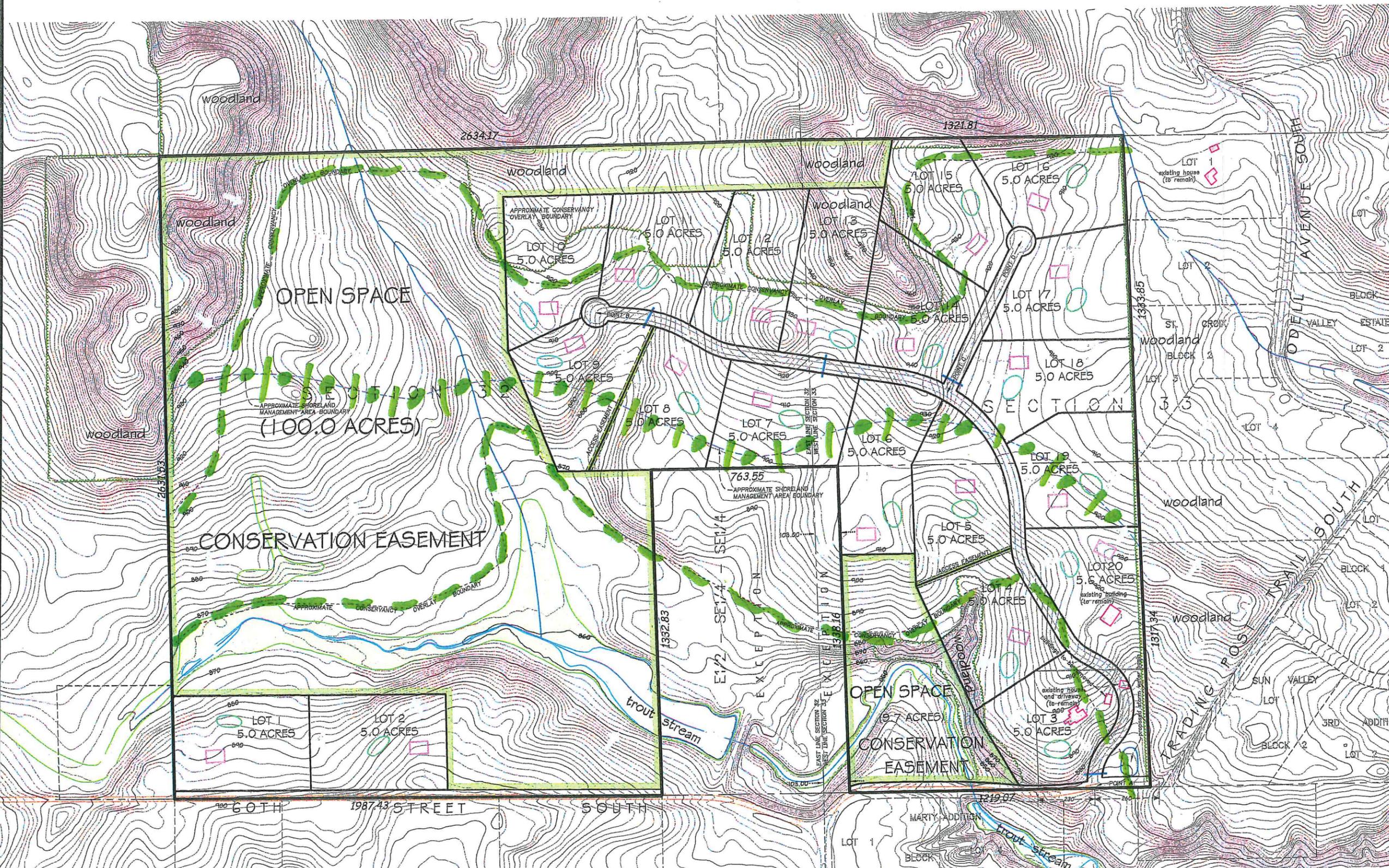
- Denotes slopes 12% to 17.9%
  - Denotes slopes over 18%
  - Denotes wetland location.
  - Denotes stream.
  - Denotes general surface water flow.
  - Denotes proposed culvert location.
  - Denotes proposed house site.
  - Denotes proposed septic area.
  - Denotes proposed driveway location.
- Contours are at two foot intervals and are based on data provided by the Minnesota Department of Natural Resources.
- Wetland, Shoreland and stream locations are approximate and are based on data obtained through the National Wetlands Inventory - V2 online interface and the City of Afton Zoning Map (MAP 11).



OFFICIAL COPIES OF THIS MAP ARE CRIMP SEALED

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Landmark Surveying, Inc.  
*Milo B. Horak*  
Milo B. Horak, Minnesota License No. 52577  
Date



Landmark Surveying, Inc.  
21090 Olinda Trail North  
P.O. Box 65  
Scandia, Minnesota 55073

Office number: 651-433-3421  
Cell number: 651-755-5760  
E-mail: mthefield@trontbnet.net

REVISED MARCH 01, 2017: Revised main road entrance location.  
REVISED MARCH 31, 2017: Added approximate Conservancy Overlay boundary per City of Afton 2010 Zoning Map, Map 11.

Lower St Croix Valley Fire Department Relief  
Association  
PO Box 234  
Lakeland, MN 55043  
(651) 436-7033

February 2014 revision #1  
December 17, 2016 revision #2

The following policy is adopted by the LSCVFDRA Board of Directors on February 8, 2014 and presented to the Relief Association General Membership at the annual meeting held February 11, 2014. Revised December 2016.

In order to insure our fiduciary responsibility to our membership and in accordance to Minnesota State Statute the following procedure will be used when determining benefit level increases for the general membership.

- 1- Benefit levels will be reviewed annually on the following schedule, using prior year ending assets and liabilities.
  - a. January Board Meeting for review of year financials and benefit level.
  - b. Present benefit level review and recommendations at the Annual Meeting of the LSCVFDRA for approval and ratification.
  - c. Present to all 5 City Council meetings in February and March for municipal ratification of benefit level.
  
- 2- Any proposed benefit level increase will maintain a funding ratio of the Pension fund of not less than 115% funding level. Once ratified, benefit levels cannot be decreased.
  
- 3- If funding allows, benefit level increase will be a minimum of \$25/year in \$25 increments.