



SPECIAL COUNCIL MEETING AGENDA

AFTON CITY COUNCIL CHAMBERS

3033 St. Croix Trail South

Monday, July 24, 2017

At 4:45 p.m.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA – July 24, 2017 Special Council Meeting**
- 4. CITY COUNCIL BUSINESS**
 - A. Possible Resolution of Pending Litigation Matters Involving the Myhers Parcel at 3395 St. Croix Trail. **(Closed Session)**
 - B. Downtown Project Assessment Appeals **(Closed Session)**
 - C. Consider a Temporary Moratorium Regarding Uses in the Industrial Zone that Involve Exterior Storage
 - D. Deputies Facility Bids
 - E. Landscaping Plan Bidding Timing
 - F. 2017 Pavement Management Project Change Orders No. 1 and 2
 - G. Task Management/Project Management Software
 - H. Downtown Village Improvement Project Update
 - I. 2017 Pavement Management Project Update
- 5. ADJOURN**

A quorum of the City Council or Other Commissions may be present to receive information at, but not limited to, any of the following meetings: Planning Commission; the Public Works Committee; Parks Committee; Design Review and Heritage Preservation Commission; Lower St. Croix Cable Commission; LSCWMO; MSCWMO; I-94 Corridor Coalition and the 5-City Mayor's Alliance.

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

Meeting Date July 24, 2017

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: July 20, 2017
Re: Consider a Temporary Moratorium Regarding the Development of Uses in the Industrial Zone that Involve Exterior Storage

As authorized by the City Council; Mayor Bend, Council member Nelson and the City Administrator met with Chris Eng, the Washington County Economic Development Director, to discuss uses in the Industrial Zones. A key concern regarding the Industrial zones is the uses that involve exterior storage, both in terms of visual impacts and in terms of lack of value-added. At this time, four parcels in the Industrial zones are for sale. This is an opportunity to obtain uses that match the City's rural character and that provide significant tax base. Developing uses on these parcels that have substantial exterior storage would not match the rural character and would not provide significant tax base. It would also make it more difficult to encourage higher quality uses on other sites. As these concerns were discussed, along with possible ordinance revisions regarding exterior storage and screening to address the concerns, it was suggested that the Council consider a temporary moratorium on uses that involve exterior storage to provide the City with time to develop and put in place necessary ordinance revisions. A temporary moratorium would require a public hearing. The City Attorney will attend the Special Council Meeting to provide advice regarding the moratorium.

Council Action Requested:

Motion regarding scheduling a public hearing regarding a temporary moratorium on uses that involve exterior storage.

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

Meeting Date July 24, 2017

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: July 20, 2017
Re: Deputies/Garage Facility Bids

The bid opening for the Deputies/Garage Facility was held at 10:00 a.m. on Thursday, July 20. The result of the bid opening was that the apparent low bidder was Doug Kropelnicki Construction, with a bid of \$155,100. The full bid tabulation will be provided at the Council meeting. The bid does not include the extension of utilities to the building, including electrical, natural gas and phone/internet. Staff will work with the utility companies to coordinate their work with the construction of the building. The Washington County Sheriff's Department will provide funding of \$100,000 toward the Deputies/Garage Facility. The City's Land and Buildings Capital Fund has a balance of \$120,717, a portion of which could be used to fund the City's share of the Facility cost.

Council Action Requested:

Motion regarding the award of the bid for the Deputies/Garage Facility.

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

Meeting Date July 24, 2017

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: July 20, 2017
Re: Downtown Village Improvement Project Landscaping Plan Bidding Timing

In June, the Council discussed whether the bidding for the landscaping plan for the Downtown Village Improvement Project should occur in time for planting in the fall of 2017, or in the spring of 2018. A key factor was the timing of completion of the Downtown Project in terms of conflicts between Project construction and landscape planting. The Council determined that the decision on the timing would be delayed until late July so that the Council would have better information regarding the timing of completion of the Downtown Project. At the meeting, the City Engineer will provide an update regarding the timing of Project completion and the possibility of conflicts between Project construction and landscape planting.

Council Action Requested:

Motion regarding the timing of bidding for the Downtown Village Improvement Project Landscape Plan.

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

Meeting Date July 24, 2017

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: July 20, 2017
Re: Change Orders No. 1 and 2 for the 2017 Pavement Management Project

Attached are Change Orders No. 1 and 2 for the 2017 Pavement Management Project. Change Order No. 1, in the amount of \$37,596.00, includes costs for additional items approved by Council members Richter and Ross and/or the Council. Change Order No. 2, in the amount of \$223,258.50, reflects the change from Mill and Overlay to Reclamation for Tomahawk Drive and Oakgreen Circle.

Council Action Requested:

Motion regarding Change Order No. 1, in the amount of \$37,596.00, and Change Order No. 2 in the amount of \$223,258.50 for the 2017 Pavement Management Project.

CHANGE ORDER NO. 1

2017 PAVEMENT MANAGEMENT PROJECT

JULY 20, 2017

CITY OF AFTON, MN
WSB PROJECT NO. 1856-54

OWNER:

CITY OF AFTON
3033 ST CROIX TRAIL S
AFTON, MN 55001

CONTRACTOR:

PARK CONSTRUCTION COMPANY
1481 81ST AVE NE
MINNEAPOLIS, MN 55432

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENT DESCRIPTION:

WORK AS SHOWN ON ATTACHED DETAIL NECESSARY DUE TO;

- ADDITIONAL EROSION CONTROL ON INDIAN TRAIL
 - ADDITIONAL BITUMINOUS CURB ON ODELL ROAD AND 59TH ST
 - ADDITIONAL MOBILIZATION COSTS INCURRED FROM THE ADDITIONAL STREETS OF THE SUPPLEMENTARY AGREEMENT
 - ADDITIONAL GUARDRAIL END TREATMENTS ON 15TH ST
 - ADDITIONAL PAVING OF TURNAROUND AREA AT INTERSECTION OF DIVISION ST AND CROIXVIEW AVE
- ADDITIONAL TIME NECESSARY DUE TO CHANGES

IT IS UNDERSTOOD THAT THIS CHANGE ORDER INCLUDES ALL ADDITIONAL COSTS AND TIME EXTENSIONS WHICH ARE IN ANY WAY, SHAPE, OR FORM ASSOCIATED WITH THE WORK ELEMENTS DESCRIBED ABOVE.

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIME:

ORIGINAL CONTRACT PRICE:	\$2,225,894.34	ORIGINAL CONTRACT TIME:	8/4/2017
PREVIOUS CHANGES	\$436,730.38	NET CHANGE FROM PREVIOUS CHANGE ORDERS:	NONE
CONTRACT PRICE PRIOR TO THIS CHANGE ORDER:	\$2,662,624.72	CONTRACT TIME PRIOR TO THIS CHANGE ORDER:	8/4/2017
NET INCREASE OF THIS CHANGE ORDER:	\$37,596.00	NET INCREASE WITH CHANGE ORDER:	14 DAYS
CONTRACT PRICE WITH ALL APPROVED CHANGE ORDERS:	\$2,700,220.72	CONTRACT TIME WITH APPROVED CHANGE ORDERS:	8/18/2017

RECOMMENDED BY:

APPROVED BY:

NICK GUILLIAMS, PE, PROJECT MANAGER

CONTRACTOR SIGNATURE

WSB & ASSOCIATES, INC.
ENGINEER

PARK CONSTRUCTION CO.
CONTRACTOR

APPROVED BY:

CITY ENGINEER

CITY ADMINISTRATOR

DATE

DATE

CHANGE ORDER NO. 1 DETAIL

2017 PAVEMENT MANAGEMENT PROJECT

JULY 20, 2017

CITY OF AFTON, MN
WSB PROJECT NO. 1856-540

Item No.	Mat. No.	Description	Unit	Price	Qty	Extended Amount
EROSION CONTROL ON INDIAN TRAIL						
87	2573.530	STORM DRAIN INLET PROTECTION	EACH	\$ 200.00	2	\$400.00
88	2573.533	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$ 3.50	350	\$1,225.00
TOTAL EROSION CONTROL ON INDIAN TRAIL						\$1,625.00
BITUMINOUS CURB FOR ODELL AVE AND 59TH ST						
89	2535.501	BITUMINOUS CURB	L F	\$ 2.75	5,300	\$14,575.00
TOTAL BITUMINOUS CURB FOR ODELL AVE AND 59TH ST						\$14,575.00
ADDITIONAL MOBILIZATION FOR TIMING OF ADDITIONAL STREETS						
90	2021.501	MOBILIZATION (ADDITIONAL STREETS)	LS	\$ 12,800.00	1	\$12,800.00
TOTAL MOBILIZATION FOR TIMING OF ADDITIONAL STREETS						\$12,800.00
ADDITIONAL GUARDRAIL ON 15TH ST						
25	2554.523	END TREATMENT - ENERGY ABSORBING TERMINAL	EACH	\$ 2,300.00	2	\$4,600.00
TOTAL ADDITIONAL GUARDRAIL ON 15TH ST						\$4,600.00
ADDNL TURNAROUND - CROVIEW AVE AND DIVISION ST						
13	2211.501	AGGREGATE BASE CLASS 5	TON	\$ 12.50	20	\$250.00
18	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$ 46.60	35	\$1,631.00
19	2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$ 47.00	45	\$2,115.00
TOTAL ADDNL TURNAROUND - CROVIEW AVE AND DIVISION ST						\$3,996.00

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CHANGE FINAL COMPLETION DATE TO AUGUST 18, 2017

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TOTAL CHANGE ORDER NO. 1

\$37,596.00

TOTAL ADJUSTMENT TO ORIGINAL CONTRACT AMOUNT

\$37,596.00

CHANGE ORDER NO. 2

2017 PAVEMENT MANAGEMENT PROJECT

JULY 20, 2017

CITY OF AFTON, MN
WSB PROJECT NO. 1856-54

OWNER:

CITY OF AFTON
3033 ST CROIX TRAIL S
AFTON, MN 55001

CONTRACTOR:

PARK CONSTRUCTION COMPANY
1481 81ST AVE NE
MINNEAPOLIS, MN 55432

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENT DESCRIPTION:

WORK AS SHOWN ON ATTACHED DETAIL FOR ADDITIONAL STREETS SWITCHING FROM MILL AND OVERLAY TO RECLAMATION AND EXTENTION OF COMPLETION DATE BY 39 DAYS.

IT IS UNDERSTOOD THAT THIS CHANGE ORDER INCLUDES ALL ADDITIONAL COSTS AND TIME EXTENSIONS WHICH ARE IN ANY WAY, SHAPE, OR FORM ASSOCIATED WITH THE WORK ELEMENTS DESCRIBED ABOVE.

CHANGE IN CONTRACT PRICE:

ORIGINAL CONTRACT PRICE:	\$2,225,894.34
PREVIOUS CHANGES	\$474,326.38
CONTRACT PRICE PRIOR TO THIS CHANGE ORDER:	\$2,700,220.72
NET INCREASE OF THIS CHANGE ORDER:	\$223,258.50
CONTRACT PRICE WITH ALL APPROVED CHANGE ORDERS:	\$2,923,479.22

CHANGE IN CONTRACT TIME:

ORIGINAL CONTRACT TIME:	8/4/2017
NET CHANGE FROM PREVIOUS CHANGE ORDERS:	14 DAYS
CONTRACT TIME PRIOR TO THIS CHANGE ORDER:	8/18/2017
NET INCREASE WITH CHANGE ORDER:	39 DAYS
CONTRACT TIME WITH APPROVED CHANGE ORDERS	9/29/2017

RECOMMENDED BY:

NICK GUILLIAMS, PE, PROJECT MANAGER

WSB & ASSOCIATES, INC.
ENGINEER

APPROVED BY:

CONTRACTOR SIGNATURE

PARK CONSTRUCTION CO.
CONTRACTOR

APPROVED BY:

CITY ENGINEER

DATE

CITY ADMINISTRATOR

DATE

CHANGE ORDER NO. 2 DETAIL

2017 PAVEMENT MANAGEMENT PROJECT

July 20, 2017

CITY OF AFTON, MN
WSB PROJECT NO. 1856-540

Item No.	Mat. No.	Description	Unit	Price	Qty	Extended Amount
DEDUCTS FOR TOMAHAWK DRIVE AND OAKGREEN AVE						
16	2232.501	MILL BITUMINOUS SURFACE	SY	\$ (0.93)	8,500	-\$7,905.00
18	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$ (46.60)	970	-\$45,202.00
DEDUCTS FOR TOMAHAWK DRIVE AND OAKGREEN AVE						-\$53,107.00
DEDUCTS FOR OAKGREEN CIRCLE						
34	2021.501	MOBILIZATION	LS	\$ (1,000.00)	1	-\$1,000.00
35	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	\$ (4.25)	600	-\$2,550.00
36	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$ (1.95)	150	-\$292.50
37	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$ (126.00)	10	-\$1,260.00
38	2231.501	BITUMINOUS PATCHING MIXTURE	TON	\$ (94.70)	80	-\$7,576.00
39	2232.501	MILL BITUMINOUS SURFACE	SY	\$ (0.95)	14,300	-\$13,585.00
40	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ (2.30)	1,500	-\$3,450.00
41	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$ (45.70)	1,900	-\$86,830.00
42	2563.601	TRAFFIC CONTROL	LS	\$ (302.00)	1	-\$302.00
TOTAL DEDUCTS FOR OAKGREEN CIRCLE						-\$116,845.50
CHANGE FROM MILL AND OVERLAY TO RECLAMATION ON OAKGREEN CIRCLE						
91	2021.501	MOBILIZATION (OAKGREEN CIRCLE)	LS	\$ 9,000.00	1	\$9,000.00
92	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	\$ 9.73	600	\$5,838.00
93	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$ 3.61	150	\$541.50
94	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$ 144.45	10	\$1,444.50
96	2232.501	FULL DEPTH RECLAMATION	SY	\$ 2.60	14,300	\$37,180.00
95	2231.501	BITUMINOUS PATCHING MIXTURE	TON	\$ 116.99	80	\$9,359.20
97	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ 2.45	1,500	\$3,675.00
98	2360.501	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$ 57.51	1,900	\$109,269.00
98	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$ 56.02	1,425	\$79,828.50
99	2563.601	TRAFFIC CONTROL	LS	\$ 1,070.00	1	\$1,070.00
TOTAL CHANGE ON OAKGREEN CIRCLE						\$257,205.70
CHANGE FROM MILL AND OVERLAY TO RECLAMATION ON TOMAHAWK DRIVE						
100	2021.501	MOBILIZATION (TOMAHAWK DRIVE)	LS	\$ 3,500.00	1	\$3,500.00
101	2232.501	FULL DEPTH RECLAMATION	SY	\$ 3.45	3,500	\$12,075.00
102	2360.501	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$ 68.70	400	\$27,480.00
103	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$ 67.22	300	\$20,166.00
TOTAL CHANGE ON TOMAHAWK DRIVE						\$63,221.00
CHANGE FROM MILL AND OVERLAY TO RECLAMATION ON OAKGREEN AVE						
104	2021.501	MOBILIZATION (OAKGREEN AVENUE)	LS	\$ 2,915.00	1	\$2,915.00
105	2232.501	FULL DEPTH RECLAMATION	SY	\$ 2.60	5,000	\$13,000.00
106	2360.501	TYPE SP 12.5 NON WEAR COURSE MIX (2,C)	TON	\$ 57.51	570	\$32,780.70
107	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$ 56.02	430	\$24,088.60
TOTAL CHANGE ON OAKGREEN AVE						\$72,784.30

TOTAL CHANGE ORDER NO. 2 **\$223,258.50**

TOTAL ADJUSTMENT TO ORIGINAL CONTRACT AMOUNT	\$223,258.50
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City of Afton
3033 St. Croix Trl, P.O. Box 219
Afton, MN 55001

Meeting Date July 24, 2017

Council Action Memo

To: Mayor Bend and Members of the City Council
From: Ron Moorse, City Administrator
Date: July 20, 2017
Re: Task Management/Project Management Software

Council member Ross has worked with an I.T. consultant to identify a software application called Asana for task management/project management that would enable calendaring and tracking tasks and projects. Staff has also contacted the City of Roseville I.T. Manager, who provides I.T. services to about 30 organizations in the metro area. He has not used calendaring and task management software beyond Outlook, but suggested a program called Trella, as one used by a number of his colleagues. Staff has requested Council member Ross to ask the I.T. consultant who recommended Asana if he is familiar with Trella, and if he could provide a comparison of Asana and Trella. If he is able to do so, this information will be provided at the meeting.

Council Action Requested:

Motion regarding moving forward to obtain task management/project management software.