



SPECIAL COUNCIL MEETING AGENDA

Monday, November 1, 2021

At 4:30 p.m.

**Afton City Hall Council Chambers
3033 St. Croix Trail
Afton, MN 55001**

The November 1, 2021 Special City Council meeting will be held in-person

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA** – November 1, 2021 Special Council Meeting
- 4. CITY COUNCIL BUSINESS**
 - A. Afton Creek Preserve Incomplete Items
 - B. Solid Waste and Recycling Services
 - C. Safe Critter Crossing
 - D. Downtown Old Village Street Lights
- 5. ADJOURN**

A quorum of one or more City commissions or committees may be present to receive information during this meeting

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

Meeting Date November 1, 2021

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorese, City Administrator

Date: October 28, 2021

Re: Afton Creek Preserve Incomplete Items

Cure of Events of Default

The Council, at its October 19, 2021 regular meeting, determined that the events of default as listed in Resolution 2021-61, as approved on October 4, 2021, would be deemed to be cured if the developer provides a signed contract with Landbridge Ecological for the completion of the required borrow pit and root cellar work in the spring of 2022, and the signed contract is provided within 15 days of October 19, 2021. The signed contract for the borrow pit and root cellar work is attached.

Additional Incomplete Items

Council member Wroblewski has identified six additional items that are incomplete. These are as follows:

1. Installation of the signage to mark the conservation easement boundaries.
 - a. The developer has now completed the installation of the signage marking the conservation easement boundaries
2. Denmark easement settlement resolved or Plan B engineered and ready to go.
 - a. The Council has wanted to maintain flexibility regarding a completion date, as negotiations are on-going.
3. Public access trails in the conservation outlot are demarcated, marked and mowed per D.A.
 - a. The developer has indicated a different seed mix that will stand up to trail traffic needs to replace the prairie grass in the area of the planned trail system. Sue Steinwall of the Minnesota Land Trust agrees, and has provided a recommended seed mix to the developer. A determination needs to be made regarding a timeline for reseeding the trail area.
4. 5550 Odell lot – removal of driveway entry.
 - a. While the Developer's Agreement requires the 5550 lot to be maintained as open space, it does not address the removal of the driveway.
5. There are two 55 gallon drums, full of something, located near the Graham property line near the top of the hill just north of the pole barn. This is the same area that had the portable toilet and the two gas tanks that have already been removed.
 - a. These tanks have been removed.
6. The Developer's Agreement requires that, along the eastern boundary of the development, screening with evergreen trees is provided in locations that screen sightlines from new homes.
 - a. The developer has indicated that the Developer's Agreement requires that screening be provided in locations that screen sightlines from new homes. At the time the large coniferous trees were installed around the Turner Rhode horse farm, large coniferous trees were also installed along the Rickard property boundary, because the Rickard house is relatively close to the property line. Trees were not installed along the property lines of the lots further to the south because the houses are substantially farther from the property line and the lots have substantial screening by existing trees. The developer has provided an aerial photo showing the subject lots and existing vegetation (see attached).

Because the amount and location of screening needed may not be known until a new house is constructed, a possible alternative is to require that the developer include in the purchase agreements for the sale of the lots the requirement that screening needs to be provided when a house is constructed. The City would then make the approval of a building permit subject to providing necessary screening.

Determination of Further Events of Default

- Of the six additional incomplete items listed above, items 1 and 5 have been completed.
- Regarding item 2, the Council has wanted to maintain flexibility regarding a completion date, as negotiations are on-going.
- Item 3 involves new information that may change the timing of completion.
- Item 4 is not required by the Developer's Agreement.
- For item 6, the timing is not clear and it may need to be completed as homes are built.

Given this information, it may be premature to make an additional finding of default at this time.

COUNCIL ACTION REQUESTED:

- **Motion regarding a determination that the events of default as listed in Resolution 2021-61, as approved on October 4, 2021, are deemed to be cured.**



CONTRACT CHANGE ORDER

To: Bruce Smith
Address:

Contact: Elissa Thompson
Phone: 612-385-2300
Email: elissa@landbridge.eco

Project Name: Afton Creek Preserve
Project Location: Afton, MN

Date: 10.26.21

Item #	Item Description	Unit	Est Qty	Unit Price	Total Price
	Original Contract	LS	1	\$ 154,551.00	\$ 154,551.00
	Change Order #1- Extended Year of Maintenance	LS	1	\$ 54,555.00	\$ 54,555.00

CHANGE ORDER

Change Order #2- Borrow Pit and Root Cellar Restoration

Borrow Pit Restoration

1	Mobilization	LS	1	\$ 750.00	\$ 750.00
2	Soil (80/20 Mix)	CY	200	\$ 60.00	\$ 12,000.00
3	Soil Placement and Grading	CY	200	\$ 30.00	\$ 6,000.00

Subtotal: \$ 18,750.00

Root Cellar Restoration

4	Mobilization	LS	1	\$ 750.00	\$ 750.00
5	Soil (80/20 Mix)	CY	140	\$ 60.00	\$ 8,400.00
6	Soil Placement and Grading	CY	140	\$ 45.00	\$ 6,300.00

Subtotal: \$ 15,450.00

TOTAL CO #2 \$ 34,200.00

TOTAL NEW CONTRACT: \$ 243,306.00

Signature: Elissa Thompson
Elissa Thompson, Project Manager
Landbridge Ecological, LLC

Date: 10.26.21

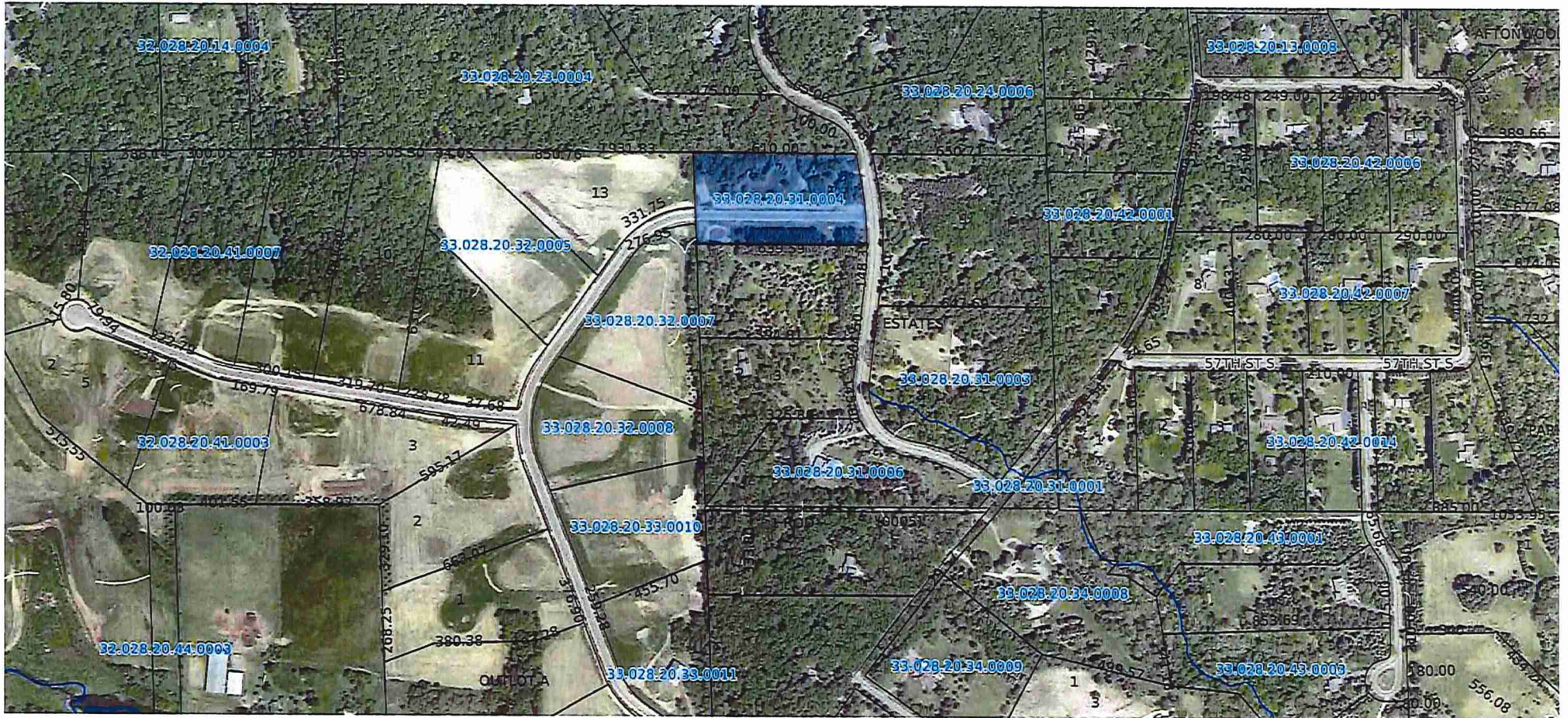
Signature: Will Carlson
Bruce Smith, Owner Representative
Afton Creek Preserve, LLC

Date: 10.26.2021

NOTES:

CO # 2- Filling in of the Borrow Pit and Root Cellar per the Easement requirements with the City of Afton.

PIN 33.028.20.31.0004
Address 5550 ODELL AVE S
Owner CARLSON ALBERT W
Class Residential



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Meeting Date November 1, 2021

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorse, City Administrator
Date: October 28, 2021
Re: Solid Waste and Recycling RFP Process

The solid waste and recycling services RFP review team, based on the proposal review process and criteria, have reached a unanimous consensus on a preferred hauler, with whom we are in continuing negotiations toward a final contract. The process of finalizing contract language and pricing schedules is complex and is requiring more time than anticipated. Therefore, the review team is not bringing a final contract for the Council's consideration at the November 1 Special Council meeting. Rather, a final contract will be brought to the November 16 Council meeting for the Council's consideration.

COUNCIL ACTION REQUESTED:

No action required.

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Meeting Date November 1, 2021

Council Action Memo

To: Mayor Palmquist and City Council Members
From: Ron Moorese, City Administrator
Date: October 28, 2021
Re: Safe Critter Crossing at the Bridge Over Valley Creek on St. Croix Trail

The City has been working with Washington County on providing a safe crossing for wildlife at the bridge over Valley Creek on St. Croix Trail north of the Old Village. Wildlife that is moving along Valley Creek needs to cross the St. Croix Trail roadway to continue along Valley Creek. This is dangerous to wildlife and also to drivers. A plan for a "critter crossing" under the bridge has been developed. Washington County has provided necessary engineering detail for the plan and has obtained approval of the plan from the Valley Branch Watershed District and the DNR. Materials regarding the plan are attached.

In a meeting on October 26 between City officials and staff and County officials and staff, it was determined that a critter crossing on one side of Valley Creek would be constructed this fall and a crossing on the other side of Valley Creek would be installed next spring. At the meeting, the County agreed to provide and deliver the necessary class 5 aggregate for the critter crossing, and to provide traffic control during the process of unloading the aggregate.

The City representatives agreed that, if approved by the Council, the City would pay the cost of a contractor spreading and compacting the aggregate to create the critter crossing. The cost of this work has not been finalized, but is estimated to not exceed \$5,000. Staff requested a price quote from both Tri County Services and Croixcavating. Tri County is not available to do the work at this time. A price quote from Croixcavating will be provided as soon as it is received.

COUNCIL ACTION REQUESTED:

Motion regarding approving the construction of a safe critter crossing, including approving City funding of the grading and compacting of the critter crossing by Croixcavating at a cost not to exceed \$5,000.



Public Works Department

Donald J. Theisen, P.E.

Director

Wayne H. Sandberg, P.E.

Deputy Director/County Engineer

CSAH 18 Bridge Animal Passage Narrative

Washington County in coordination with the City of Afton are planning to place an animal Passage Bench beneath CSAH 18 at the Valley Branch Creek. Currently there is an increasing amount of animal deaths along CSA 18 caused by animals and critters needed to climb up to CSAH 18 to cross due to the large rip rap and voids beneath the bridge. The purpose of this animal passage bench is to create a smooth surface so animals, such as turtles, can cross without needing to come up onto the roadway surface.

The plan involves placing class 5 fill within the current Rip Rap area on both the south and north sides of the bridge abutments. Approximately 79 square yards of class 5 will be placed. This fill will be above the ordinary high water level on either side of the creek. The animal passage bench will follow the best practices set forward by the MNDNR. (See attached sheets).

Washington County had wetland boundaries determined in the area to avoid fill within wetlands. Please see the attached plan sheet showing wetland boundaries. No fill will be placed within the wetland area.

Attached to this narrative are photos, plan sheets, and design details that will be followed for the animal passage. Please reach out to the County with any questions or comments.

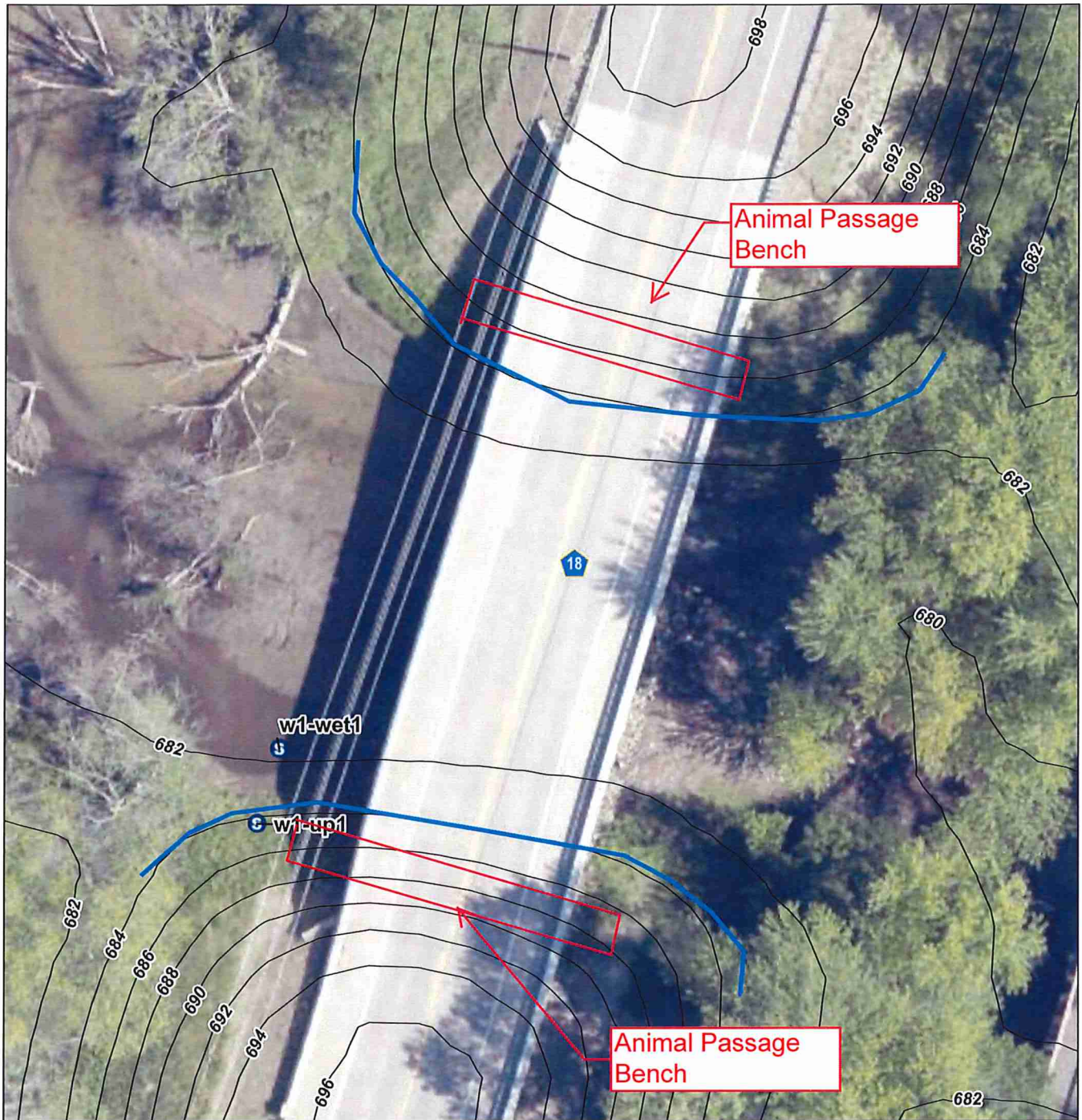
Sincerely,

A handwritten signature in cursive script that reads "Eden Rogers".

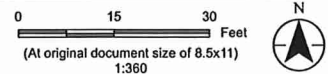
Eden Rogers

Project Manager

L:\227702006\Proj\CSAH_18_Valley_Branch_Wetland_Delineation\CSAH_18_Valley_Branch_Wetland_Delineation.aprx Revised: 2021-08-19 By: MueK0907



- Legend**
- S Sample Point
 - ~ Wetland Boundary
 - ~ Contours (1ft)



Project Location T28, R20, S14
 C. of Alton, Washington Co., MN

Prepared by KJM on 2021-08-19
 TR by XXX on 2021-XX-XX
 IR by XXX on 2021-XX-XX

Client/Project Washington County
 CSAH 18 and Valley Branch Wildlife Crossing

227702006

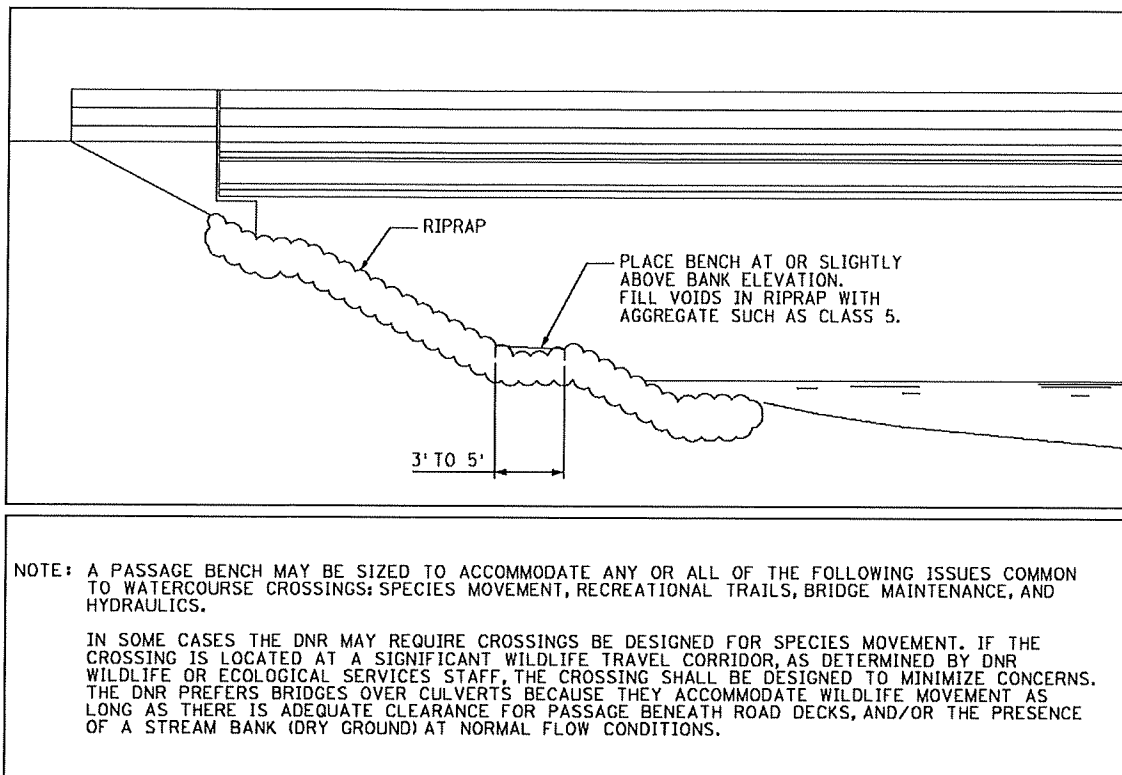
Figure No.
 1

Title
Wetland Delineation Map

- Notes**
1. Coordinate System: NAD 1983 HARN Adj MN Washington Feet
 2. Data Sources: Stantec, MNDNR
 3. Background: 2020 Washington Co.

Disclaimer: This document has been prepared based on information provided by others as cited in the Notes section. Stantec has not verified the accuracy and/or completeness of this information and shall not be responsible for any errors or omissions which may be incorporated herein as a result. Stantec assumes no responsibility for data supplied in electronic format, and the recipient accepts full responsibility for verifying the accuracy and completeness of the data.

Passage Bench Design



The specifications above are from the original manual
'Best Practices for meeting DNR General Permit 2004-0001, March 2006'

Additional design considerations have been determined, they are:

1. Typical bridge riprap can be a barrier to animal movement along streambanks (see figure 3). Passage Benches allow for movement of animals under the bridge, thereby increasing road safety of bridge approaches.
2. The bench elevation should be at the approximate streambank elevation and be connected at either side of the road to allow for animal movement.
3. Use of Class 5 aggregate is a recommendation only. Any size aggregate will do as long as the surface is 'walk-able'. Note figures 1 & 6 show class 5 aggregate while figures 2 & 5 show larger aggregate (all meet design criteria).
4. The bench width need only be the width of a typical game trail. Wider benches may be desired for other criteria such as formal hiking trails. There is no minimum height clearance and widths of 2' to 3' have been successful for animal movement.
5. Bridge length is not necessarily increased. MnDOT has altered their typical cross-section design (lowering a flat area that was set next to the abutment) and has found that placing a 2' - 3' bench lower down, may add about 2' to the length of shorter bridges. This will vary depending on the hydrology of the stream and the overall length of the span.
6. It has gained support due to other benefits and is now included in the standard plans for riprap at bridge abutments (standard fig. 5-397.309 is included on page 19):
 - Increases road safety by getting animals off of bridge approaches.
 - Safe footing for bridge inspection and maintenance
 - Adds flexibility in design for normal channel and flood profile
 - Virtually no extra time/costs to install

Examples of Passage Benches



Figure 1.
Completed Passage Bench



Figure 4.
Passage Bench is set to mimic shoreline game trail



Figure 2. Bench may be constructed of any size
'walkable' aggregate



Figure 5.
Bench must connect to surrounding topography



Figure 3.
Traditional Riprap is not passable by many animals



Figure 6.
Required in some areas, successful everywhere



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Meeting Date November 1, 2021

Council Action Memo

To: Mayor Palmquist and City Council Members

From: Ron Moorse, City Administrator

Date: October 28, 2021

Re: Downtown Old Village Street Lights

Council member Stan Ross and Public Works Supervisor Ken Johnson have been working to identify and review options for enabling automated dimming of the street lights in the Old Village area. While they initially identified two possible options, neither of the options is compatible with the overall control system of the street lights. Council member Ross has recently identified an additional option, which is a low cost option, but with limited capabilities. He will provide an update regarding this option at the Council meeting, as well as explaining the barriers to using the initial two options.

COUNCIL ACTION REQUESTED:

No action required.