

March 1, 2017

The City Council conducted a Work Session on the above date. The following were present: Mayor Christine Maefsky, Council members Bob Hegland, Steve Kronmiller, Chris Ness and Jim Schneider. Staff present: City Administrator Neil Soltis, City Engineer Ryan Goodman, and Deputy Clerk Brenda Eklund.

Mayor Maefsky called the meeting to order at 6:30 p.m.

### **APPROVAL OF THE AGENDA**

Mayor Maefsky asked that the agenda be re-ordered to move Agenda Item #4) Discussion on replacement of City's Electrical Inspector to Agenda Item #3.

**Ness, seconded by Kronmiller, moved to approve the agenda as amended. The motion carried 5-0.**

### **DISCUSSION ON REPLACEMENT OF CITY'S ELECTRICAL INSPECTOR**

Administrator Soltis explained that Electrical Inspector Dave Kichler has announced his retirement effective July 1, 2017, and has suggested that Inspector Brian Nelson be designated as his replacement. Kichler has been the city's inspector for electrical permits since July 2011. The current agreement compensates Kichler 80% of the permit fees collected for completed electrical inspections. Both Kichler and Nelson were present to answer any questions from the Council.

Currently Nelson is working as a State Electrical Inspector serving 7 cities and has filled in for Kichler on occasion. Nelson stated that he is taking on the inspections for Hugo, Centerville, and other municipalities covered by Kichler, and would like to negotiate a similar contract with Scandia. Pending approval of municipal agreements, Nelson said that he would enter into private practice and work for the state on a fill-in basis only.

Council member Ness and Schneider questioned the inspection scheduling response time, and Nelson said that will not be a problem and same-day inspections can be accommodated using a network of local inspectors if needed. Schneider asked if an 80/20 agreement is common with municipal contracts or should the job be put out for bids. Both Kichler and Nelson said that is a common compensation. Administrator Soltis noted the payments to Kichler have been \$4,266 in 2013, \$4,736 in 2014, \$4,285 in 2015, and \$7,061 in 2016. The higher payment last year was attributed to solar project installations, with one permit fee of more than \$10,000 for the Forest Lake Holdco solar garden. Soltis recommended proceeding with an agreement with Nelson based on his experience and recommendation from Kichler, and the limited amount of inspection work performed in the city.

**Ness, seconded by Hegland, moved to enter into an Electrical Inspection Services Agreement with Brian Nelson based on the existing agreement. The motion carried 5-0.**

Staff will proceed with preparing an agreement that will be brought before the Council at a future meeting.

**PRESENTATION ON CITY'S ROAD STANDARDS, PAVEMENT MANAGEMENT PLAN, AND CAPITAL IMPROVEMENT PLAN**

City Engineer Ryan Goodman began a presentation on roads by addressing the question of minimum road width standards. Residents concerned about the safety of Meadowbrook Avenue due to increased traffic related to Jeff Gacek's recently approved Rural Event Facility were present. Goodman provided a map of existing city streets which have an 18-foot width. Most of these are short, dead-end streets with low traffic volume, totaling a combined distance of 4 miles. Based on AASHTO standards, an 18-foot width is an acceptable design for rural road sections with traffic volume less than 400 vehicles per day and speeds limits not exceeding 40 mph. The minimum road widths design for state-aid roads posted less than 50 mph, call for 10-foot lanes and 1-foot shoulders; however, none of the roads in Scandia are state-aid roads since the population is less than 5,000. Goodman noted that memo from the League of Minnesota Cities states that cities have broad authority to manage street design and there are no specific standards about width for existing city streets.

As the AASHTO chart recommended a 2-foot graded shoulder on each side of the road, Goodman stated that Meadowbrook Avenue shoulders should be amended to address the safety concerns. He said the applicant may be willing to use reclaimed material in preparation of the parking lot to beef up the shoulders leading up to the entrance to the facility. Goodman said this is a low cost, high benefit solution to improve the roadway. Administrator Soltis noted that if Gacek did not voluntarily agree to this request, it could be addressed in a condition of the Annual Operator Permit renewal later in 2017.

Curt Peterson, 21617 Meadowbrook Avenue, expressed his dissatisfaction of the Rural Event Facility and how it has changed the complexion of the neighborhood. He said the entire length of Meadowbrook should be upgraded to 2-foot shoulders to make it safe for the whole community, although the most preferred option is to increase the lane width to 10 feet. He asked that the Council consider a moratorium on any events being held until the improvements are made.

Tim Husnik, 21460 Meadowbrook Avenue, estimated that the event could generate up to 40,000 cars a year, and the road is really in need of a better surface treatment. He said that there is no posted speed limit on the road. Soltis explained that rural roads, unless otherwise posted, are 55 mph. It was agreed to request MnDOT do a speed study in hopes that a lowered speed limit could be approved. Goodman stated that MnDOT may deny the request due to the short, dead-end roadway, but worthwhile to submit a request. Goodman stated that if safety problems related to traffic occur during the first year of the rural event center's operation, stricter conditions can be considered during the AOP review.

Goodman continued with a review of the City's Pavement Management Plan, adopted in 2008 for the purpose of classifying the conditions of the city streets and developing a plan for maintenance and rehabilitation. Scandia has 71.8 total miles of roads. A map of existing road ratings was shown, with 16% of the road system (approximately 12 miles) falling into the 1 through 4 category, poor to marginal and needing overlay or full reconstruction. Goodman

explained that the city has taken on a crackfilling and sealcoat project every year to preserve the conditions of roads in the 5-10 ratings. Application can last about 7 years.

Goodman explained common road defects and causes, and the construction methods used for preservation and rehabilitation. Micro surfacing is a newer method which is thicker than a sealcoat, can fill in minor ruts and last for 8 to 9 years.

Goodman and Soltis noted the important role of planning for street reconstruction projects within the Capital Improvement Plan. A priority for the projects, including costs, must be laid out for the long-term. There are some roads, such as Oakhill, Oren, Melanie and Oldfield that are not in the capital improvement plan and should be accounted for. Goodman said that some roads have soil boring reports completed on them already, and this is a good start to plan for the scope of repairs. Funding options must also be considered. Scandia has not been assessing for road reconstruction, nor are franchise fees collected from utilities. Goodman stressed that legislators should be pressured to push for state aid distribution to cities less than 5,000 population, which are currently cut out of receiving state aid.

Soltis provided a spreadsheet of the entire road inventory with the rating, history and planned improvements. Soltis also noted that, based on the pavement management plan, at least \$1.8 million a year would need to be invested in roads for an optimal program in comparison to the roughly \$750,000 currently budgeted. It was agreed that the Capital Improvement Committee focus on a long-term road improvement program with funding options that the Council can discuss in preparation of the 2018 budget.

#### **APPOINTMENTS TO CAPITAL IMPROVEMENT COMMITTEE**

Administrator Soltis reported that Cami Van Abel, an applicant for the Park and Rec Committee, agreed to an appointment to the Capital Improvement Committee. One remaining citizen appointment was offered to Comprehensive Plan Steering Committee applicants, with Mike White expressing interest.

**Ness, seconded by Hegland, moved to appoint Cami Van Able and Mike White to the Capital Improvement Committee. The motion carried 4-1, with Kronmiller opposed.**

#### **ADJOURNMENT**

**Ness, seconded by Hegland, moved to adjourn the meeting. The motion carried 5-0.**

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Brenda Eklund  
Deputy Clerk