

**Carlton City Council
SPECIAL MEETING
Monday, December 22, 2014**

Mayor Bureau called the hearing to order at 6:03pm.

Council Present: Mayor Bureau, Councilmember Rodd, Vork, Gustafson, O'Brien and MacDonald

Council Absent – Councilor D. Coleman Lyng, Davis, Theisen, Mayor St. Germain

Others Present: Clerk Hartung, PW Superintendent Wolf, Clerk Jorgenson

The purpose of this meeting was to discuss the proposed School Avenue Project.

Interim City Engineer Brian Miller, MSA Engineering distributed the slide presentation packets from the Public Improvement Hearing. Mr. Miller informed the council that the next step to proceed would be to order the plans and specifications, however once plans and specs are ordered, the council can decide how much to bid. Mr. Miller continued regarding the benefits and costs for the decisions to be made. Mr. Miller indicated that time is of the essence and if the city is intending to bid by March or April, the order for plans and specifications should be taken tonight.

Councilor Gustafson questioned the timing of the project and if the city has missed targets that would ensure a cost effective project and what the percentage of savings would be if the city waited to do the project to bid at a later date. Mr. Miller indicated that the bid process is typically uncertain.

Clerk Jorgenson asked about the stability of MSA and who will be the engineer on the project. Mr. Miller indicated that he would be the project engineer along with the staff engineer, Christian. MSA is in the process of hiring additional staff and Mr. Miller would continue to facilitate the project until the city is comfortable with the transition. A construction observer will be on-site during construction as well as Mr. Miller is in the Duluth office 2 days per week. MSA would also utilize a 2nd or 3rd year intern.

Mayor Bureau asked the council to introduce themselves to the audience. Mayor Bureau asked that the audience is asked to be respectful of time.

Jane Holmes and Liz Beck (534 School Avenue) asked how the project would be assessed and if corner lots would be treated differently. Councilor Gustafson explained that the decision regarding the Special Assessments have not been made and Councilor Vork indicated that the council is working on a Special Assessment policy and it has not been determined at this time. Ms. Holmes asked if there would be additional meetings and Mr. Miller shared what the procedure would be for the assessment.

Mark Swanson (605 Chestnut Avenue) questioned if the dollar amounts listed are principal and interest. Mr. Miller indicated that the amounts listed are principal only. Mr. Swanson asked for further clarification of the MN Statute. Mr. Miller indicated that the improvements to properties would include water, sewer and storm sewer as well as fire suppression and the value of the improvement would substantiate the assessment. Mr. Miller indicated that the MDH minimum water line is currently 6 inch. Councilor Gustafson asked Mr. Miller if an investigation into the size of the pipe coming off of Hwy 210 and how far south that reaches. A complete survey of that area can be made and addressed in the design process.

Mr. Miller clarified that 6th Street could be left out of the project and in response to Mr. Swanson advised the council that their options include getting an appraisal of one or more properties or hiring an appraiser to overview every property in the assessment area and it would need to be done prior to the assessment hearing. Following a written appeal the appraisal would be required for an individual property. Mr. Swanson also questioned the liability to the city for a street project and Mr. Miller responded with

Jim Fahrenholz (210 6th Street) expressed concern for the timing of the project as owner of The Greenhouse. He indicated that a previous project on 6th Street was detrimental to his business and requested access to his business be available throughout the summer months when there is increased traffic to the Greenhouse. Derek Wolf announced that the fire hydrant on the corner of 6th Street & School is non-operational at this time. Mr. Wolf also responded indicating that should 6th Street be included, it would be on the end of the project timeline.

Steve Schmidt (230 4th Street North) was concerned about the costs to residents and if the roadbed would be raised creating a drainage problem for his garage. Mr. Miller indicated that the new design would definitely address the drainage issues.

Mayor Bureau asked Mr. Miller what he needs to proceed. Councilor Vork indicated that he believes that the project is very much needed however, 6th Street could be held off on until a later date. Councilor MacDonald indicated that removing 6th Street from the project would lessen totality of the project as a whole. Councilor Gustafson supported the project with the caveat of reviewing the Hwy 210 connection. Councilor O' Brien and Councilor Rodd concurred. Mr. Miller committed to a review of the 6th Avenue and televising the area and manholes. Councilor MacDonald reminded council that representing the 6th Street residents ONLY in the decision is not doing justice to the other residents that will be impacted by NOT including 6th Street. Clerk Hartung expressed concerns regarding the status of the engineers and the guidance needed, the staff being stretched thin due to consolidation and the timing of the project and that the city would be in a better position if the project was postponed. Mr. Miller indicated that once bids are received, the council could reevaluate and reject bids for a rebidding process.

A MOTION was made by Councilor Vork and seconded by Councilor Gustafson to authorize MSA Engineering to proceed with the plans and specifications for 4th and 5th Street, School Avenue and Almar Drive in the interest of economies to table the plans for 6th Street until further information is provided.

ROLL CALL

S. Davis	Absent
L. Theisen	Absent
W. Vork	Yea
L. Rodd	Yea
K. Bureau	Yea
L. St. Germain	Absent
H. MacDonald	Yea
A. Gustafson	Yea
S. O' Brien	Yea
D. Coleman Lyng	Absent

A MOTION was made by Councilor MacDonald and seconded by Councilor O' Brien to close the special meeting, the time being 7:26pm. The motion passed unanimously.

Respectfully Submitted:

Tracey Hartung, Clerk/Treasurer