

**PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday, January 16, 2024, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Debra Musgrove
 Councilmember Chelsee Howell

Members Absent: Councilmember Michael Olson

Also Present: City Engineer/Public Works Director Bruce Westby
 Assistant City Engineer Joe Feriancek
 Parks and Assistant Public Works Director Mark Riverblood

1. CALL TO ORDER

Councilmember Musgrove called the regular meeting of the Public Works Committee to order at 5:35 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to approve the agenda, as presented.

Motion carried. Voting Yes: Councilmembers Howell and Musgrove. Voting No: None. Absent: Councilmember Olson.

4. APPROVE MINUTES

4.01: Approve November 21, 2023, Meeting Minutes

Councilmember Musgrove commented that the minutes accurately reflect the discussion and direction from the meeting, noting that she is the only previous member continuing on the Committee.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to approve the following minutes:

Regular Meeting Minutes dated November 21, 2023

Motion carried. Voting Yes: Councilmembers Musgrove and Howell. Voting No: None. Absent: Councilmember Olson.

5. COMMITTEE BUSINESS

5.01: Appoint Chair and Vice-Chair of the Public Works Committee

City Engineer/Public Works Director Westby stated that annually a Chair and Vice-Chair are appointed for the Public Works Committee.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to appoint Debra Musgrove as Chairperson and Chelsea Howell as Vice-Chairperson of the Public Works Committee for the term January 16, 2024 through December 31, 2024.

Motion carried. Voting Yes: Councilmembers Howell and Musgrove. Voting No: None. Absent: Councilmember Olson.

5.02: Recommend Trail Gap Construction, a 2024 Capital Improvement Project

Parks and Assistant Public Works Director Riverblood reviewed the staff report and recommendation from the Park and Recreation Commission and staff to proceed in obtaining bids for the T.H. 47 trail gap.

Councilmember Howell asked if the project could be moved up earlier in 2024 to get better bids and so that people could use the trail in 2024.

Parks and Assistant Public Works Director Riverblood commented that there would be nothing preventing construction earlier, if desired, but this work would need to be done in preparation and would provide more information on potential timing.

Assistant City Engineer Feriancek provided more details on the current workload of staff with pavement management projects and noted that if a faster timeline is desired, staff would not be able to prepare plans so they would need to use a consultant, which would have an associated cost.

Chairperson Musgrove asked the thought of having the two segments on private property to be developed to occur in the spring, with the remainder of the trail then to be constructed on the City timeline.

Assistant City Engineer Feriancek stated that the property in the middle is being reviewed for preliminary and final plat and therefore the timeline is not fully known yet, although he believes that the intent would be to begin construction in the spring. He stated that it would be easy to have differences in elevation if the effort is not coordinated. He stated that in terms of design it would be best to have the final design from the private property developer in order to coordinate the plans and then wait for that construction to be done rather than trying to work together.

Parks and Assistant Public Works Director Riverblood commented that they also need to know how willing the seller is for the remaining easement. He stated that they do have good unit prices with the update and there will be some development fees from the outlot which will assist.

Chairperson Musgrove asked if there could be an update on progress during the second quarter.

Parks and Assistant Public Works Director Riverblood confirmed that could be done.

City Engineer/Public Works Director Westby commented that he can also add the project to his project updates list and provide updates at each meeting with a more comprehensive update during the second quarter.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to recommend to City Council the authorization of a Topographic Survey and subsequent preparation of Plans and Specifications and authorization to obtain bids for T.H. 47 Trail gap, with direction for staff to provide an update during the second quarter.

Motion carried. Voting Yes: Chairperson Musgrove and Councilmember Howell. Voting No: None. Absent: Councilmember Olson.

5.03: Consider Recommending City Council Approval of Adding Streets within Riversbend 3rd, 4th, and Plaza Subdivisions to MSA Xkimo Street Reconstruction, Improvement Project #24-05

Assistant City Engineer Feriancek reviewed the staff report and recommendation to recommend City Council approval of adding streets within Riversbend 3rd, Riversbend 4th and Riversbend Plaza subdivisions to MSA Xkimo Street Reconstruction, Improvement Project #24-05.

Chairperson Musgrove commented that adding these streets will also be helpful for the businesses in this area. She appreciated the concerns of the residents with the street conditions and agreed that these roads should be included as it does not seem to add a large cost in the scope of the overall project.

Assistant City Engineer Feriancek confirmed that staff believes that the funds are available to do these streets earlier than planned. He noted that the majority of the funding must be spent by 2025 because of the bonding and therefore it makes sense to frontload more projects, if possible.

Councilmember Howell commented that this is a great addition, and she is happy for the residents in this area.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to recommend City Council approval of adding streets within Riversbend 3rd, Riversbend 4th, and Riversbend Plaza subdivisions to MSA Xkimo Street Reconstruction, Improvement Project #24-05.

Motion carried. Voting Yes: Chairperson Musgrove and Councilmember Howell. Voting No: None. Absent: Councilmember Olson.

5.04: Consider Recommending City Council Approval of Plans and Specifications and Authorizing Advertisement for Bids for 2024 Crack Seal Improvements, Improvement Project #24-08

Assistant City Engineer Feriancek reviewed the staff report and recommendation for the City Council to recommend approving plans and specifications and authorizing advertisement for bids for 2024 Crack Seal Improvements, Improvement Project #24-08.

Chairperson Musgrove acknowledged that the streets have been mapped out by age and condition for crack seal and have also been segmented into different areas.

Assistant City Engineer Feriancek stated that they had six plan sheets for the different areas, noting that staff receives daily updates on the amount of material used in order to track and determine how accurate the estimate was. He stated that they then compare the actual material used to the estimates to ensure that the full project can be completed or whether there will be excess material that could still be used.

Chairperson Musgrove asked why the MSA funds were not recommended to be used.

Assistant City Engineer Feriancek stated that those are the same dollars that would be used towards MSA reconstructions or overlays and therefore staff would rather maximize the use of MSA funds for those larger benefit projects.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, recommending City Council approval of plans and specifications and authorizing advertisement for bids for 2024 Crack Seal Improvements, Improvement Project #24-08.

Motion carried. Voting Yes: Chairperson Musgrove and Councilmember Howell. Voting No: None. Absent: Councilmember Olson.

5.05: Consider Recommending City Council Approval of Plans and Specifications and Authorizing Advertisement for Bids for MSA Alpine Drive Reconstruction, Improvement Project #24-11

Assistant City Engineer Feriancek reviewed the staff report and recommendation for City Council to approve plans and specifications and authorizing advertisement for bids for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

Chairperson Musgrove commented that finishing this project would be great for the residents. She asked if the road would remain open during construction.

Assistant City Engineer Feriancek commented that the intent would be for the road to remain open the whole time. He noted that with the exception of concrete and watermain work, the remainder

would be mobile work. He commented that there will be an increase in truck traffic during hauling of material.

City Engineer/Public Works Director Westby commented that this would be similar to the 167th Avenue reconstruction project completed last year.

Assistant City Engineer Feriancek commented that there may be times where there are short term closures.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to recommend City Council approval of plans and specifications and authorizing advertisement for bids for MSA Alpine Drive Reconstruction, Improvement Project #24-11.

Motion carried. Voting Yes: Chairperson Musgrove and Councilmember Howell. Voting No: None. Absent: Councilmember Olson.

5.06: Consider Recommending City Council Approval of Plans and Specifications and Authorizing Advertisement for Bids for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12

Assistant City Engineer Feriancek reviewed the staff report and recommendation for the City Council to approve plans and specifications and authorize advertisement for bids for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

Chairperson Musgrove asked if the median would remain.

Assistant City Engineer Feriancek replied that the median exists because of the power pole in the middle and the large cost to relocate that power pole, therefore they proposed to leave that in place. He stated that the curb would be replaced and filled with concrete rather than leaving greenspace.

Chairperson Musgrove asked if there would be spot curb replacements as some of the roads have curb and gutter.

Assistant City Engineer Feriancek commented that the curb and gutter that exists is in fairly good condition and therefore they will be doing spot replacements.

Chairperson Musgrove commented that it seems that the cost is high to reclaim the trail.

Assistant City Engineer Feriancek replied that these are estimated costs. He commented that in square yard comparison a trail is more expensive than the street but believed the general cost to be in line with typical pricing.

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to recommend City Council approval of plans and specifications and authorizing advertisement for bids for Juniper Woods 1st – 3rd Street Reconstructions, Improvement Project #24-12.

Motion carried. Voting Yes: Chairperson Musgrove and Councilmember Howell. Voting No: None. Absent: Councilmember Olson.

6. COMMITTEE / STAFF INPUT

6.01: Receive Updates on Improvement Projects, Studies, and Items of Interest

City Engineer/Public Works Director Westby provided an update on current and proposed City, County, and MnDOT improvement projects and studies, and on other items of interest to the Committee.

Chairperson Musgrove asked how staff is doing in terms of workload with preparation of plans and specifications for the upcoming 2024 projects.

City Engineer/Public Works Director Westby commented that staff is very busy with design and inspection will be a big task this year as well with the Highway 10 project, Water Treatment Plant, COR improvements, along with private development. He stated that with the additional street maintenance workers they are looking to shift inspection for crack seal projects to public works.

Assistant City Engineer Feriancek stated that the use of Hakanson Anderson and Bolton & Menk has helped ease the workload of City staff.

6.02: Review Future Topics Calendar

City Engineer/Public Works Director Westby commented that he attempts to keep the list moving and not keep projects on the list for too long. He acknowledged that some of the projects have been on the list for a while, and provided a brief update about the Sunfish Lake item as well as the speed studies, explaining those delays. He recognized that when delayed and there are changes to the roadway, the results of the speed studies sometimes become irrelevant. He noted that he would still like to get the information from the County to have the data on file.

7. ADJOURNMENT

Motion by Councilmember Howell, seconded by Councilmember Musgrove, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 7:10 p.m.

Respectfully submitted,

Bruce Westby
City Engineer/Public Works Director

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.