



UTILITIES COMMISSION MINUTES

Wednesday, July 03, 2024 at 5:30 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

The regular meeting of the Baxter Utilities Commission was called to order at 5:34 p.m. by Chairman Rock Yliniemi.

ROLL CALL

Members Present: Commissioners Douglas Stenberg, Jack Christofferson, Chairman Rock Yliniemi, and Council Liaison Mark Cross.

Members Absent: Commissioner John Brenny.

Staff Present: Public Works Director/City Engineer Trevor Walter and Assistant City Engineer Trevor Thompson.

Other Present: Bolton & Menk Consulting Engineer Bryan Drown, SEH Consulting Engineers Neil Heinonen & Alex Voit, WiDSETH Consulting Engineer Alex Bitter and WSB Consulting Engineer Paul Sandy.

CONSENT AGENDA

1. Approve the Utilities Commission Minutes from June 5, 2024

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the Utilities Commission Minutes from June 5, 2023. Motion carried unanimously.

BUSINESS ITEMS

2. Recommend Planning and Zoning Approve the Preliminary & Final Plat of Heritage Church

Assistant City Engineer Thompson reviewed the Preliminary & Final Plat for Heritage Church for a parking lot expansion. The parking lot expansion requires the plating of two parcels into one lot. The plat includes the standard insert for the drainage and utility easement on all lot lines. The plat does not dedicate the additional 7-feet of right-of-way on Berrywood Drive required to meet the 80-foot right of way minimum. With the trail system on Cypress Drive, staff does not have any concerns with the current 66-foot right-of-way and are recommending waiving the requirement to dedicate the additional 7-feet on Berrywood Drive.

Staff recommends approval of the Preliminary & Final Plat of Heritage Church contingent on the following conditions:

1. Enter into a Stormwater Facilities Maintenance Agreement prior to receiving a Grading Permit.
2. Submit a Grading Permit.
3. Enter into Escrow Agreement with the Grading Permit.
4. Waive the dedicated additional 7-feet of right-of-way as per City Ordinance No. 11-4-2.
5. There are no trails proposed along Berrywood Drive adjacent to the plat and the existing 66-foot right-of-way with the 10-foot drainage and utility easement is sufficient for private utilities to install their infrastructure.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to recommend Planning and Zoning approve the Preliminary & Final Plat of Heritage Church with the conditions listed in the staff recommendation. Motion carried unanimously.

3. Approve Heritage Church Stormwater Facilities Maintenance Agreement

Assistant City Engineer Thompson stated the proposed parking lot expansion for Heritage Church requires a stormwater agreement.

This agreement is the standard stormwater facilities maintenance agreement the City uses with all development. The stormwater facilities maintenance agreement is a requirement of MCM 5 under section 20.3 of the Municipal Separate Storm Sewer System (MS4) Permit.

Mr. Thompson had no concerns with the Heritage Church Stormwater Facilities Maintenance Agreement and recommends approval.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the Heritage Church Stormwater Facilities Maintenance Agreement. Motion carried unanimously.

4. Accept Municipal Portion of Gracewin Living Cooperative Development Agreement and Begin the One-Year Warranty Period

Assistant City Engineer Thompson informed the commission that the Developer has completed the municipal improvements of the sanitary sewer, water main and stormwater improvements. The development has completed the punch list items and submitted asbuilt drawings to close out their obligations associated with the agreement.

Mr. Thompson recommends accepting the municipal portion of the privately installed improvements to begin the one-year warranty period, as the Developer has completed their obligated work and installed the improvements per city requirements.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to accept the municipal portion of Gracewin Living Cooperative Development Agreement and begin the one-year warranty period. Motion carried unanimously.

5. Approve Burning Restrictions on Brush in Baxter

Public Works Director/City Engineer Walter informed the commission that the construction burning at Pinehurst Apartments caused soot to build up on the water tower. The KLM report showed no damage was done to the tower; however, the tower was cleaned due to complaints that were being received.

Mr. Walter inquired if and what ban the City would like to implement. Commissioner Christofferson stated that he agrees with the commercial but not for residential. Commercial projects can chip the wood. Mr. Walter stated that on municipal projects the City does not burn, it either gets chipped or hauled out. Residential developers often haul out the trees but does not know what is done with the brush.

Council Liaison Cross inquired on the cleaning cost. Mr. Walter estimated around \$20,000.00 for the KLM cleaning and inspection fees.

Chairman Yliniemi expressed concern with the residents being unable to burn, he does not want to take the burning away from the residents. He understands the commercial burning but not residential. Council Liaison Cross inquired on the 25 lots in the South Forestview Project as those are residential lots.

Consensus of the commission was to draft the restrictions based on the discussion and bring the restrictions back to the commission.

6. Approve the WSB Professional Services Contract in the Not to Exceed Amount of \$420,247 for the 2027 CSAH 48 (Highland Scenic Road) Trail Connections Project (federally funded) – SP 230-090-003 associated to SP 018-070-024

Public Works Director/City Engineer Walter informed the commission of two (2) federal grants the City of Baxter received to build the trail connections. He introduced WSB Consulting Engineer Paul Sandy who explained the proposal.

WSB Consulting Engineer Sandy reviewed the WSB Proposal for Professional Services for the preparation of construction documents and contract administration services for two trail segments along County State Aid Highway 48.

The City of Baxter was awarded two separate federal grants through the Transportation Alternatives (TA) program and Highway Safety Improvement Program (HSIP) in the amounts of \$306,629 and \$750,000 from each program respectively for a total federal amount of \$1,056,629.00. The total project construction cost estimate from the TA and HSIP Applications is around \$1,250,000.00. The total estimated city cost with engineering is \$642,000.00. These federally funded trail projects will make the connection to existing trail segments along the County Road and provide safe and equitable access to multimodal users utilizing the corridor.

The City of Baxter has requested professional engineering services including, but not limited to, the following service areas:

- Project Management
- Geotechnical explorations.
- Wetland delineation and decisions.
- Right-of-way determination and acquisition services.
- Preliminary and final design services.
- Construction documents (plans and specifications).
- Environmental documentation.
- Project bidding and award.
- Construction observation and administration.

Mr. Sandy stated that the critical path for the project is right of way acquisition and the environmental document. Right of way acquisition will need to be completed, and final right of way certificate delivered to MnDOT, before the June 30, 2026, deadline. He noted that no engineering costs are covered in the grant.

Mr. Walter stated the need to sit down with the county to discuss cost participation since Crow Wing County approached the city and a county commissioner was pushing the project. It is a County State Aid Highway, so we can use state aid money for engineering. Council Liaison Cross inquired if we have state aid funds available. Mr. Walter stated that Finance Director Vacinek is reviewing the availability along with Design Road costs.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the WSB Professional Services Agreement in the not to exceed amount of \$420,247 for the 2027 CSAH 48 (Highland Scenic Road) Trail Connections Project. Motion carried unanimously.

7. 2022 Trunk Highway 210 & Inglewood Drive Railway Crossing Improvements Project Update

There was no new information or questions from the commission or the public.

8. Approve Anderson Brothers Construction Pay Estimate No. 11 in the amount of \$72,252.74 for 2022 Trunk Highway 210 & Inglewood Drive Railway Crossing Improvements Project, Municipal Project No. 4121

Bolton & Menk Consulting Engineer Drown reviewed the Anderson Brothers Construction Partial Pay Estimate No. 11 in the amount of \$72,252.74 for the 2022 Trunk Highway 210 & Inglewood Drive Railway Crossing Improvements Project.

The contractor has earned \$72,982.57 for work completed with Partial Pay Estimate No. 11, the retainage has been reduced to 1% therefore Partial Pay Estimate No. 11 is proposed in the amount of \$72,252.74.

Mr. Drown noted that work associated with Change Order No. 4, included in this pay estimate, was not included in the original scope of the project. A fee amendment for design and construction services in the amount of \$5,838.61, will be requested to the engineering contract.

Public Works Director/City Engineer Walter inquired if Bolton & Menk has reviewed the area during the rain events. Mr. Drown stated he had not been there during a rain event, but it was dry when he drove past.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve the Anderson Brothers Construction Pay Estimate No. 11 in the amount of \$72,252.74 for the 2022 Trunk Highway 210 and Inglewood Drive Railway Improvements Project. Motion carried unanimously.

9. 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project Monthly Update

SEH Consulting Engineer Voit informed the commission that FRA did an inspection, and it sounds like they have concerns with the delineators. The inspector is checking with his supervisor, and they will have a response by July 9th as to whether the Quiet Zone is approved or if they will require more work.

10. Approve the Anderson Brothers Construction Change Order No. 7 for the 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project

SEH Consulting Engineer Voit reviewed the Anderson Brothers Construction Change Order No. 7 for a contract time extension for the 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project.

Change Order No. 7 covers a contract time extension request to extend the final completion date to November 22, 2024. Change Order No. 5 was approved by City Council on May 21, 2024 to perform CIPP lining on several segments on Clearwater Road that were found to be deficient in televising. The sub-contractor for this work has informed Anderson Brother that they are not able to perform this

work until November. Anderson Brothers Construction has requested an extension to complete this work.

Mr. Voit has no concerns with Change Order No. 7 and recommends approval.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve the Anderson Brothers Construction Change Order No. 7 for the 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project. Motion carried unanimously.

11. Approve the Anderson Brothers Construction Company of Brainerd, LLC Partial Pay Estimate No. 9 in the amount of \$63,048.20 for the 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project

SEH Consulting Engineer Voit reviewed the Anderson Brothers Construction Partial Pay Estimate No. 9 in the amount of \$63,048.20 for the 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project.

Mr. Voit noted the project is currently projected to be over the March 19, 2024, approved budget by approximately \$63,495.29. The project is currently under the approved budget but will exceed but the estimated amount of \$63,495.29, a formal budget amendment will be requested in August when final construction costs can more accurately be estimated.

Mr. Voit had no concerns with Partial Pay Estimate No. 9 and recommends approval.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the Anderson Brothers Construction Partial Pay Estimate No. 9 in the amount of \$63,048.20 for the 2023 Commercial and Residential Full Depth Reclamation and Quiet Zone Improvements Project. Motion carried unanimously.

12. 2024 South Forestview Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

13. Approve the RL Larson Excavating, Inc. Change Order No. 2 in the amount of \$20,670.55 for the 2024 South Forestview Improvements Project, Municipal Project No. 4138

SEH Consulting Engineer Heinonen reviewed the RL Larson Excavating Change Order No. 2 in the increased amount of \$20,670.55 for the 2024 South Forestview Improvements Project.

Change Order No. 2 addresses the following items:

- Storm sewer and layout of erosion control measures were modified along Riverwood Road from the initial design. After review by the Engineer and Owner, inlets and storm sewer piping were utilized near driveways to collect and manage stormwater runoff. In addition, the use of flexamat was reduced in the ditches per request of an adjacent property owner. As the contractor completed excavation of sanitary sewer on Riverwood Road, an existing storm sewer crossing was discovered that was not identified on the City's overall storm sewer map. This storm crossing is proposed to be installed to return drainage patterns to pre-existing conditions. Plans sheets were updated for Riverwood Road. New bid items were added to the contract. Plan sheets for the added work are included as part of the Change Order for reference.

- The hydrant located on Paris Road on the west side of TH 371 required adjustment in the field. The Engineer requested the hydrant location be adjusted after installation of the hydrant. The additional work required to complete this relocation is included in the Change Order.
- The Owner and Engineer agreed on a modification to the sewer service layout prior to work commencing. The contract called for a bend near the end of the sewer service, while the new layout required a wye at this location for the cleanout. The item included in the Change Order is compensation for the material cost difference between a bend and a wye.

Mr. Heinonen has no concerns with Change Order No. 2 and recommends approval.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve the RL Larson Excavating, Inc. Change Order No. 2 in the amount of \$20,670.55 for the 2024 South Forestview Improvements Project. Motion carried unanimously.

14. Approve RL Larson Excavating, Inc Partial Pay Estimate No. 3 in the amount of \$556,523.92 for the 2024 South Forestview Area Improvements Project, Municipal Project No. 4138

SEH Consulting Engineer Heinonen reviewed the RL Larson Excavating Partial Pay Estimate No. 3 in the amount of \$556,523.92 for the 2024 South Forestview Improvements Project.

Partial Pay Estimate No. 3 is for work completed through June 20, 2024. The work included with this payment is for erosion control items, roadway removals, excavation, embankment, roadway paving on River Vista Drive, and utility construction items. The payment includes compensation for several items that are included on Change Order 2, which is included as a separate agenda item. A portion of Mobilization is also compensated on this partial payment.

Mr. Heinonen had no concerns with the Partial Pay Estimate No. 3 and recommends approval.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve RL Larson Excavating, Inc Partial Pay Estimate No. 3 in the amount of \$556,523.92 for the 2024 South Forestview Area Improvements Project. Motion carried unanimously.

15. Cypress Drive Connection to Woida Road Improvements Feasibility Report Monthly Update

There was no new information or questions from the commission or the public.

16. 2024 Evergreen Drive Improvements and Southeast Baxter Stormwater Overflow Improvements Project Monthly Update

Public Works Director/City Engineer stated the City has been awarded \$326,000.00 of Protect Funds to assist with this project.

17. Approve the WiDSETH Contract Amendment in the Amount of \$15,299.66 for Wetland Bank Credit Purchase Services for the Evergreen Drive Property Improvements – Wetland Mitigation and Increasing the Contract Amount from \$7,500 to the Not to Exceed Amount of \$22,799.66.

WiDSETH Consulting Engineer Bitter noted the city has received the WCA Notice of Decision for the proposed improvements located south of Hastings Road between Evergreen Drive and Douglas Fir Drive.

The next step in the process is to purchase wetland bank credits which must be accomplished before October 1, 2024. To finalize the purchase, the city will need to complete the following:

- Sign and date the Credit Withdrawal Form.
- Provide the following checks for purchase of the wetland credits:
 - o \$14,033.07 to Aitkin County
 - o \$706.59 to BWSR
- Forward the signed Purchase Agreement (previously signed by the city), Credit Withdrawal Form and checks to John Welle at Aitkin County.

The fee amendment includes \$14,739.66 to purchase the wetland credits and \$560 for coordination and project management. The amendment increases the contract amount from the previously approved Not to Exceed Amount of \$7,500 to a Not to Exceed Amount of \$22,799.66.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve the WiDSETH Contract Amendment in the Amount of \$15,299.66 for Wetland Bank Credit Purchase Services for the Evergreen Drive Property Improvements – Wetland Mitigation and Increasing the Contract Amount from \$7,500 to the Not to Exceed Amount of \$22,799.66. Motion carried unanimously.

18. 2024 Mill & Over and Full Depth Reclamation Improvements Project Monthly Update

WiDSETH Consulting Engineer Bitter stated that residents along Knollwood Drive are unhappy due to ditching in the right-of-way being completed the night before July 4th.

Dellwood Drive detour route is in effect on Monday, July 8th and the contractor has requested additional working hours from 6:00 am to 9:00 pm on Dellwood Drive for the 3 – 4 weeks to allow for rain events and reduces the duration of construction to help the businesses. Mr. Bitter has reached out to the Country Inn & Suite Manger and received contact information for the General Manager of the hotel.

19. Approve the Knife River Corporation – North Central Change Order No. 2 Extending the Substantial and Final Completion Dates for the 2024 Mill & Overlay and Full Depth Reclamation Improvements Project, Municipal Project Number 4424

WiDSETH Consulting Engineer Bitter reviewed the Knife River Corporation – North Central Change Order No. 2 Extending the Substantial and Final Completion Dates for the 2024 Mill & Overlay and Full Depth Reclamation Improvements Project.

Change Order No. 2 address the following item:

- Extending the substantial and final completion dates for Edgewood Drive & Elder Drive Trail. The current substantial and final completion dates for the residential area projects is August 16th and August 30th, respectively and the commercial area projects is September 20th and October 4th, respectively. Knife River Corporation is requesting to extend only the Edgewood Drive and Elder Drive Trail portion of the commercial area projects. They are proposing to extend the substantial and final completion dates to October 18th and November 1st, respectively. The reason Knife River is requesting this contract time extension is because they are being mindful of the area businesses and trying to work with them limiting the duration in which they are affected by construction and when the best time to close the roads is with relation to regional attractions. Knife River has been conscious on adjusting their schedule by

a week or two in the commercial districts so businesses can be open during Lakes Jam, Independence Day, BIR Nationals, etc. The original plan was to complete Dellwood Drive and Edgewood Drive at the same time. Knife River would like to try and minimize the closure time by only closing one road at a time so they can concentrate on that road to help speed up the construction process. Knife River is currently working at a good pace and the weather has only held them up a little bit. If weather like this continues, it could likely cause more delays and the proposed additional contract time will allow them to still complete the work. Knife River anticipates the additional working phase will take three weeks, but they have requested four due to the weather patterns we have received already this year.

Mr. Bitter has no concerns with Change Order No. 2 and recommends approval.

Assistant City Engineer Thompson inquired on the financial implications for the worst-case scenario. Mr. Bitter stated if the full time engineering budget is used and 100% of the turf on Edgewood Drive and Elder Drive trail needs to be replaced the worst case scenario would be \$87,000.00, the costs are being tracked and monitored. Mr. Walter stated that over \$80,000.00 is still being held in contingencies.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the Knife River Corporation – North Central Change Order No. 2 Extending the Substantial and Final Completion Dates for the 2024 Mill & Overlay and Full Depth Reclamation Improvements Project

20. Approve the Knife River Corporation – North Central Partial Pay Estimate No. 2 in the amount of \$420,910.54 for the 2024 Mill & Overlay and Full Depth Reclamation Improvements Project, Municipal Project Number 4424

WiDSETH Consulting Engineer Bitter reviewed the Knife River Corporation – North Central Partial Pay Estimate No. 2 in the amount of \$420,910.54 for the 2024 Mill & Overlay and Full Depth Reclamation Improvements Project.

The payment includes the cost of unit price work completed during this pay period and releasing a portion of the retainage. The Contractor has earned \$574,391.61 to date, which represents 14.7% contract value. In accordance with the agreement, 10% of the amount earned (\$57,439.16) is being retained which results in a total payment of \$420,910.64.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve the Knife River Corporation – North Central Partial Pay Estimate No. 2 in the amount of \$420,910.54 for the 2024 Mill & Overlay and Full Depth Reclamation Improvements Project. Motion carried unanimously.

21. 2026 Mill & Overlay, Full Depth Reclamation and Reconstruction Improvements Project Monthly Update

WiDSETH Consulting Engineer Bitter discussed pushing back the 2026 Mill & Overlay and Full Depth Reclamation report as they are working through the 2025 Mill & Overlay and Full Depth Reclamation Report.

22. Approve the WiDSETH Fee Amendment Proposal for Professional Services in the Not to Exceed Amount of \$42,584 for the 2026 Mill & Overlay and Full Depth Reclamation Improvements Project, Municipal Project No. 4426

WiDSETH Consulting Engineer Bitter reviewed the WiDSETH Fee Amendment Proposal for Professional Services for the 2026 Mill & Overlay and Full Depth Reclamation Improvements Project. In discussions with City Staff, it was determined additional sanitary sewer and storm sewer information needed to be collected. The data collected will be used to include maintenance work in the final Feasibility Report and project budget.

WiDSETH obtained a quote from Nelson Sanitation to collect the additional information. Nelson will clean and televise approximately 12,718 linear feet of sanitary sewer and approximately 6,564 linear feet of storm sewer facilities within the 2026 project limits. Nelson will need to coordinate with the City to obtain water and where to dump the material collected. WiDSETH will coordinate with Nelson and review the televising logs. Information from televising logs will be summarized in the Feasibility Report.

Nelson's estimate to complete the services is \$39,264.00. WiDSETH's time to coordinate and review the work and review the televising logs is \$3,320. WiDSETH proposes to complete the additional services described above for the Estimated Fee of \$42,584 based on our current fee schedule and invoiced costs from Nelson Sanitation. WiDSETH will not add a mark up to Nelson Sanitations costs when they invoice the city for reimbursement.

MOTION by Commissioner Christofferson, seconded by Commissioner Stenberg to approve the WiDSETH Fee Amendment Proposal for Professional Services in the Not to Exceed Amount of \$42,584 for the 2026 Mill & Overlay and Full Depth Reclamation Improvements Project. Motion carried unanimously.

23. Lift Station 13 Reconstruction Project Monthly Update

There was no new information or questions from the commission or the public.

24. Approve the Anderson Brothers Construction Change Order No.2 in the amount of \$13,225.23 and increase the project budget from \$251,117.07 to \$264,342.30 for the Lift Station No. 13 Reconstruction Project

Public Works Director/City Engineer Walter reviewed the Anderson Brothers Construction Change Order No.2 in the amount of \$13,225.23 and increase the project budget from \$251,117.07 to \$264,342.30 for the Lift Station No. 13 Reconstruction Project.

Change Order No. 2 includes the following:

- Replacement of a leaking pipe boot discovered on the valve vault drain line emptying into the wet well. The Contractor was directed to replace the drain line and the forcemain piping between the wet well and valve vault. The change order will revise the contract amount from \$180,217.07 to \$193,442.30.

Mr. Walter has no concerns with Change Order No. 2 and recommends approval.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the Anderson Brothers Construction Change Order No.2 in the amount of \$13,225.23 and increase the project budget from \$251,117.07 to \$264,342.30 for the Lift Station No. 13 Reconstruction Project. Motion carried unanimously.

25. Approve the Anderson Brothers Construction Partial Pay Estimate No. 2 in the amount of \$21,928.74 for the Lift Station 13 Reconstruction Project.

WIDSETH Consulting Engineer Bitter reviewed the Anderson Brothers Construction Partial Pay Estimate No. 2 in the amount of \$21,928.74 for the Lift Station 13 Reconstruction Project.

The payment includes the work outlined above over the last pay period and Change Order 2. The Contractor has earned \$190,442.3 to date which represents 100% of the revised contract value. In accordance with the agreement, \$3,000 is being retained for uncompleted punch list items which results in a payment of \$21,928.74.

Mr. Bitter has no concerns with Partial Pay Estimate No. 2 and recommends approval.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to approve the Anderson Brothers Construction Partial Pay Estimate No. 2 in the amount of \$21,928.74 for the Lift Station 13 Reconstruction Project. Motion carried unanimously.

26. Fairview Road Extension Feasibility Report Monthly Update

There was no new information or questions from the commission or the public.

27. Accept the 2027 Fairview Road Utility, Roadway and Trail Extension to Excelsior Road Feasibility Report and Update the Capital Improvements Plan

Public Works Director/City Engineer Walter requested the commission to table this item until the August meeting.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to table the 2027 Fairview Road Utility, Roadway and Trail Extension to Excelsior Road Feasibility Report and Update the Capital Improvements Plan until August. Motion carried unanimously.

28. Accept 20-Year Maintenance Plan Update (2024 -2044) for Sanitary Sewer and Stormwater Lift Stations

Public Works Director/City Engineer Walter reviewed the 20-Year Maintenance Plan Update (2024 - 2044) for Sanitary Sewer and Stormwater Lift Stations. The plan addresses the 24 lift stations, 2 stormwater lift stations, 3 portable generators and 1 stationary generator.

Mr. Walter stated the report will be used as a resource to provide direction and budgeting on future projects and maintenance activities.

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to accept the 20-Year Maintenance Plan Update (2024 -2044) for Sanitary Sewer and Stormwater Lift Stations. Motion carried unanimously.

INFORMATIONAL ITEMS

29. 2022 Full Depth Reclamation and Reconstruction Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

30. 2023 Cypress Drive and Douglas Fir Drive Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

31. 2023 Knollwood Drive Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

32. 2023 Novotny Road Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

33. 2023 Stormwater Program

There was no new information or questions from the commission or the public.

34. 2023 Whiskey Creek Pedestrian Bridge Inspection Project Monthly Update

There was no new information or questions from the commission or the public.

35. 2024 CSAH 77 Utility Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

36. 2024 Preliminary Aquifer Evaluation Monthly Update

There was no new information or questions from the commission or the public.

37. 2024 Water System CAMP Update Monthly Update

There was no new information or questions from the commission or the public.

38. 2024 Water System Hydraulic Model Update and Water System 20-Year Use Projections Project

There was no new information or questions from the commission or the public.

39. 2024 Well Rehabilitation Project Update

There was no new information or questions from the commission or the public.

40. 2025 Design Road & TH 371 Stormwater Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

41. 2024 Micro Surfacing Project Update

There was no new information or questions from the commission or the public.

42. 2025 Mill & Overlay, Full Depth Reclamation and Reconstruction Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

43. Baxter 20-Year Public Works Facility Assessment Project Monthly Update

There was no new information or questions from the commission or the public.

44. Eagle Drive Area Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

45. Evergreen Drive/Douglas Fir Drive Traffic Impact Study Monthly Update

There was no new information or questions from the commission or the public.

46. Holiday Station Store Contamination Project Monthly Update

There was no new information or questions from the commission or the public.

47. Inglewood Drive to Garrett Lane Stormwater Outlet Study Project Monthly Update

There was no new information or questions from the commission or the public.

48. Lead Service Line Inventory Monthly Update

There was no new information or questions from the commission or the public.

49. Lift Station No. 15 Reconstruction Project Monthly Update

There was no new information or questions from the commission or the public.

50. Wellhead Protection Plan Part II Project Monthly Update

There was no new information or questions from the commission or the public.

51. Whiskey Creek Stormwater Improvements Project Monthly Update

There was no new information or questions from the commission or the public.

52. Whiskey Creek Planting Plans Project Monthly Update

There was no new information or questions from the commission or the public.

ADJOURN

MOTION by Commissioner Stenberg, seconded by Commissioner Christofferson to adjourn at 6:45 p.m. Motion carried unanimously.

Approved by:

Respectfully Submitted,

Rock Yliniemi
Chairman

Mary Haugen
Administrative Assistant

