



CITY OF MARSHALL AGENDA ITEM REPORT

| | |
|--------------------------------|---|
| Presenter: | Jason Anderson |
| Meeting Date: | Tuesday, March 12, 2024 |
| Category: | PUBLIC HEARING |
| Type: | ACTION |
| Subject: | Project ST-010: Lyon Circle Reconstruction Project - 1) Public Hearing on Improvement; 2) Consider Resolution Ordering Improvement and Preparation of Plans; 3) Consider Resolution Approving Plans and Specifications and Ordering Advertisement for Bids |
| Background Information: | <p>Property owners affected by the above-referenced project have been notified, according to law, that a hearing would be held on March 12, 2024. A public presentation will be made followed by any discussion.</p> <p>This project consists of: reconstruction of the street, curb and gutter, and utility replacement work. The sanitary sewer will be replaced, along with service lines, and the storm sewer piping and intakes will be replaced at the intersection of Lyon Circle and E. Lyon Street. Other items of work included in this project are pavement removal, aggregate base, concrete valley gutter, and bituminous surfacing.</p> <p>Lyon Circle has been included in the 2024 CIP for complete reconstruction. The newly constructed road will be narrower than the current circle, a reflection of the very low traffic demand for the dead-end circle.</p> <p>This project has been presented and discussed at the following PI/T meetings: 01/24/2023, 02/14/2023, 10/24/2023 and 02/13/2024. In addition, a public informational meeting was held on 01/18/2024. Notices were mailed to all owners. No property owners attended the meeting.</p> <p>To proceed with this project, adoption of the resolution ordering improvement requires a “super-majority” vote, meaning the Council can only adopt the resolution by a four-fifths vote of all members of the Council.</p> |
| Fiscal Impact: | The engineer’s estimate for the construction portion of the project is approximately \$225,800. The total estimated project cost, including 10% allowance for contingencies and 16% for engineering and administrative costs is approximately \$275,000. All improvements will be assessed according to the current Special Assessment Policy, including but not limited to participation from Marshall Municipal Utilities, Wastewater Department, Surface Water Management Utility Fund and Ad Valorem. Final approval of the project must include determination of funding sources. |
| Alternative/Variations: | No alternative actions recommended. |

| | |
|-------------------------|---|
| Recommendations: | <p>Recommendation No. 1: that the Council close the public hearing on improvement for Project ST-010.</p> <p>Recommendation No. 2: that the Council adopt RESOLUTION NUMBER 24-028, which is the “Resolution Ordering Improvement and Preparation of Plans” for Project ST-010.</p> <p>Recommendation No. 3: that the Council adopt the Resolution 24-029, which is the “Resolution Approving Plans and Specifications and Ordering Advertisement for Bids” for Project ST-010.</p> |
|-------------------------|---|

RESOLUTION NO. 24-028

**RESOLUTION ORDERING IMPROVEMENT
AND PREPARATION OF PLANS**

WHEREAS, a resolution of the City Council adopted the 27th day of February, 2024, fixed a date for a Council hearing for proposed improvements under the following project:

PROJECT ST-010: LYON CIRCLE RECONSTRUCTION PROJECT -- This project consists of: reconstruction of the street, curb and gutter, and utility replacement work. The sanitary sewer will be replaced, along with service lines, the water main will be extended with a fire hydrant added at the end of the circle, and the storm sewer piping and intakes will be replaced at the intersection of Lyon Circle and E. Lyon Street. Other items of work included in this project are pavement removal, aggregate base, concrete valley gutter, and bituminous surfacing.

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 12th day of March, 2024, at which all persons desiring to be heard were given an opportunity to be heard thereon.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF MARSHALL, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council resolution receiving the Feasibility Report adopted the 27th day of February, 2024.
3. Jason R. Anderson, P.E. is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Passed and adopted by the Council this 12th day of March 2024.

Mayor

ATTEST:

City Clerk

This Instrument Drafted by:
Jason R. Anderson, P.E.
Director of Public Works/City Engineer

RESOLUTION NUMBER 24-029

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to a resolution passed by the council on March 12, 2024, the City Engineer has prepared plans and specifications under the following project in the following location and has presented such plans and specifications to the Council for approval.

PROJECT ST-010: LYON CIRCLE RECONSTRUCTION PROJECT -- This project consists of: reconstruction of the street, curb and gutter, and utility replacement work. The sanitary sewer will be replaced, along with service lines, the water main will be extended with a fire hydrant added at the end of the circle, and the storm sewer piping and intakes will be replaced at the intersection of Lyon Circle and E. Lyon Street. Other items of work included in this project are pavement removal, aggregate base, concrete valley gutter, and bituminous surfacing.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MARSHALL, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official newspaper, the Marshall Independent, in Finance & Commerce, on the City of Marshall website, eGram, and on the Mn/DOT eAdvert website, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published two times in the Marshall Independent, one time in Finance & Commerce, and continuously on the City of Marshall website, eGram and the Mn/DOT eAdvert website until the date of bid opening, shall specify the work to be done, shall state the date, time and place that the bids will be received by the City Clerk, which time they will be publicly opened by the City Clerk and Director of Public Works/City Engineer, will then be tabulated, and will indicate the date, time and place time that the bids will be considered by the City Council. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Clerk for 10 percent of the amount of such bid.

Passed and adopted by the Council this 12th day of March 2024.

Mayor

ATTEST:

City Clerk

This Instrument Drafted by: Jason R. Anderson, P.E., Director of Public Works/City