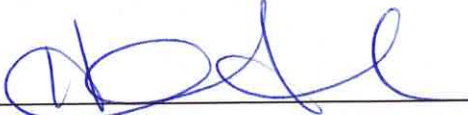


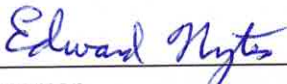
Helena Township Board of Supervisors
Public Hearing Meeting Minutes
 Minutes of 12/18/2024 | New Prague Fire Hall

| | |
|---|---|
| Call to Order | Regular monthly meeting was called to order by Chairperson Deutsch at 5 p.m. The Pledge of Allegiance was recited. |
| Present | Chairperson Duane Deutsch, Supervisor John Wermerskirchen, Supervisor Edward Nytes, Supervisor-Elect DeAnn Croatt, Clerk Heather Taylor DuCharme, Deputy Clerk Kimberly Carlberg, Road Overseer Jeff Haag, Attorney Robert Ruppe, Engineer Andrew Vistad, Mike Peterson (resident), Gary Jaeger (resident), Marie Jaeger (resident), Dave Nielsen (resident), Julie Nielsen (resident), Mark Vogt (resident), Tom Gillund (resident), Gigi Gillund (resident), Eric Gidlow (resident), and Ted Schnaare (resident). |
| Not Present | Treasurer Nathan Hutton |
| Public Hearing on Proposed 255th/Willow Court Project | <ol style="list-style-type: none"> 1. Ruppe presented opening remarks to those present at the meeting regarding the proposed road improvement project. 2. Vistad followed with a presentation and additional remarks regarding the proposed project. 3. During remarks and the duration of the public hearing, residents and board members discussed questions and made comments relating to costs, materials, warranties, property access, mailboxes/posts, curb and gutter, tapering, utility easements and known/planned utility work, the process related to road improvement projects, the preliminary schedule, and Township policies. |
| Motion to Close Public Hearing | At 6:20 p.m. on motion by Deutsch/Nytes, meeting closed; carried unanimously. |

Dated: 1-9-2025

Dated: Jan 9 2025

Respectfully submitted

 Clerk

Approved

 Chairperson

PUBLIC IMPROVEMENT HEARING

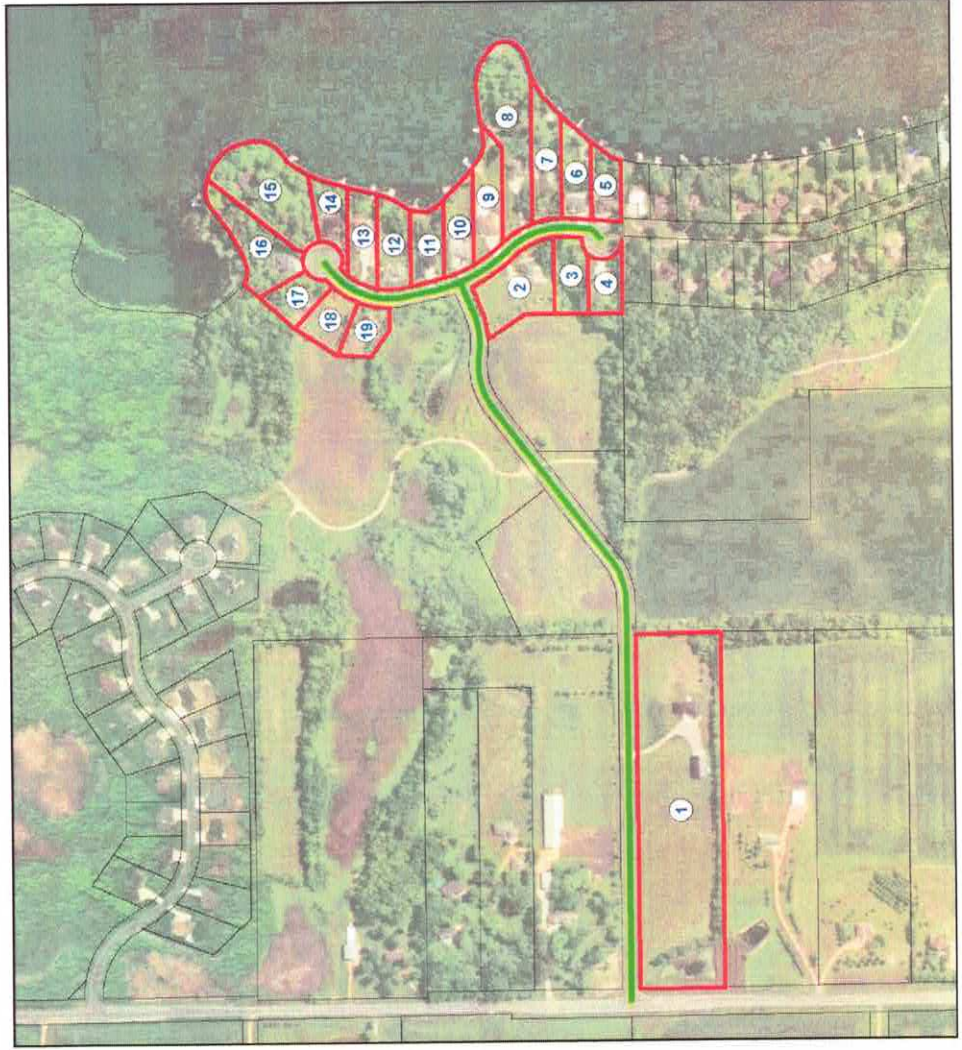
2025 Overlay

Improvement Project

Presented By: Andrew Vistad, P.E. Town Engineer



Project Location



Background

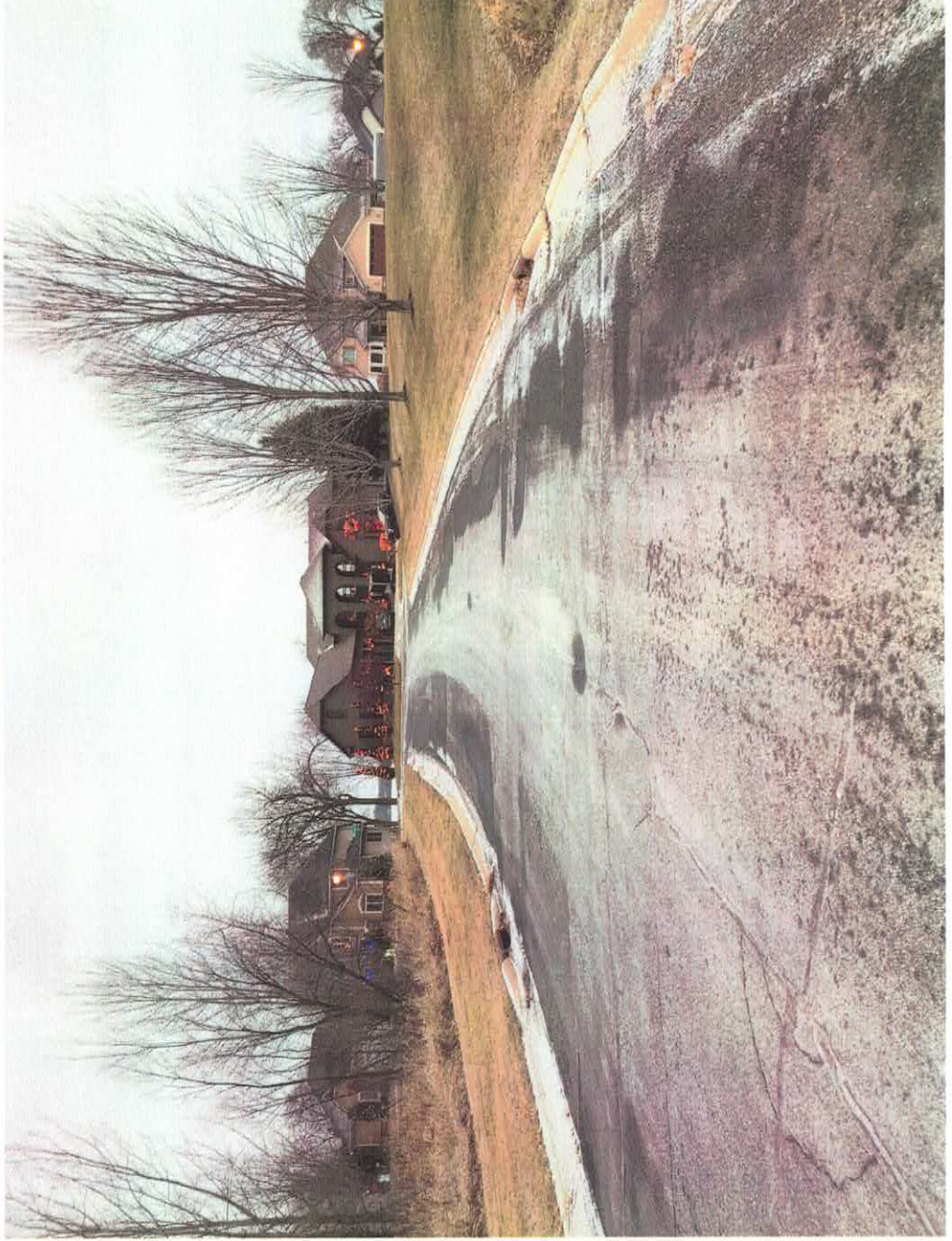


- Project is located in Helena Township
- There is not enough money levied to fully fund major improvement projects
- This project is programmed into the Town's Capital Improvement Program in 2025

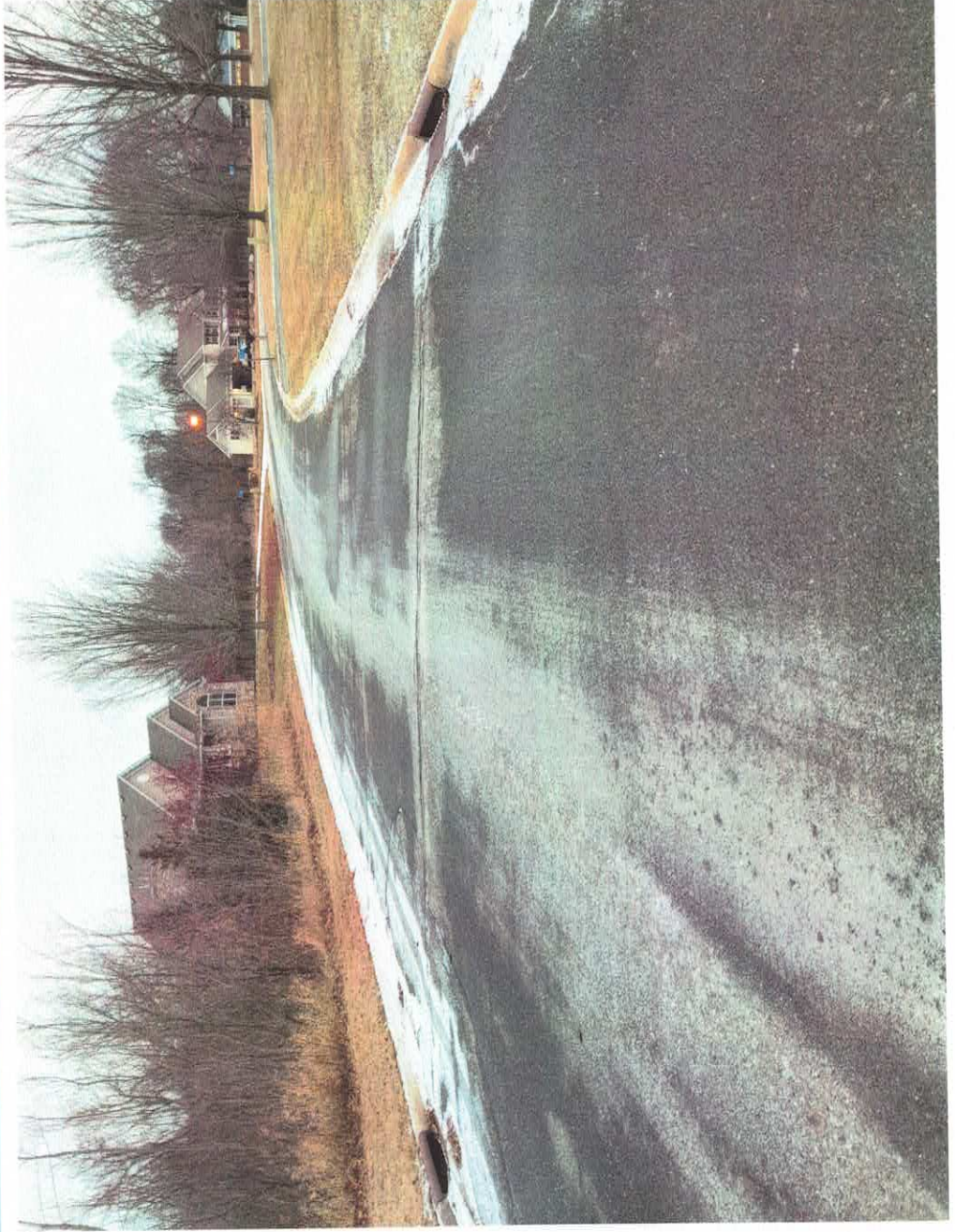
Existing Conditions

- Pavement is overall in fair condition for its age
- Pavement exhibits some transverse cracking and minor block cracking
- Some patching is needed
- Catch basins are experiencing frost heaving and settling
- Some segments of the curb and gutter have settled
- Strategic overlay timing to extend pavement life, add strength, and delay more expensive repairs in the future

Existing Conditions



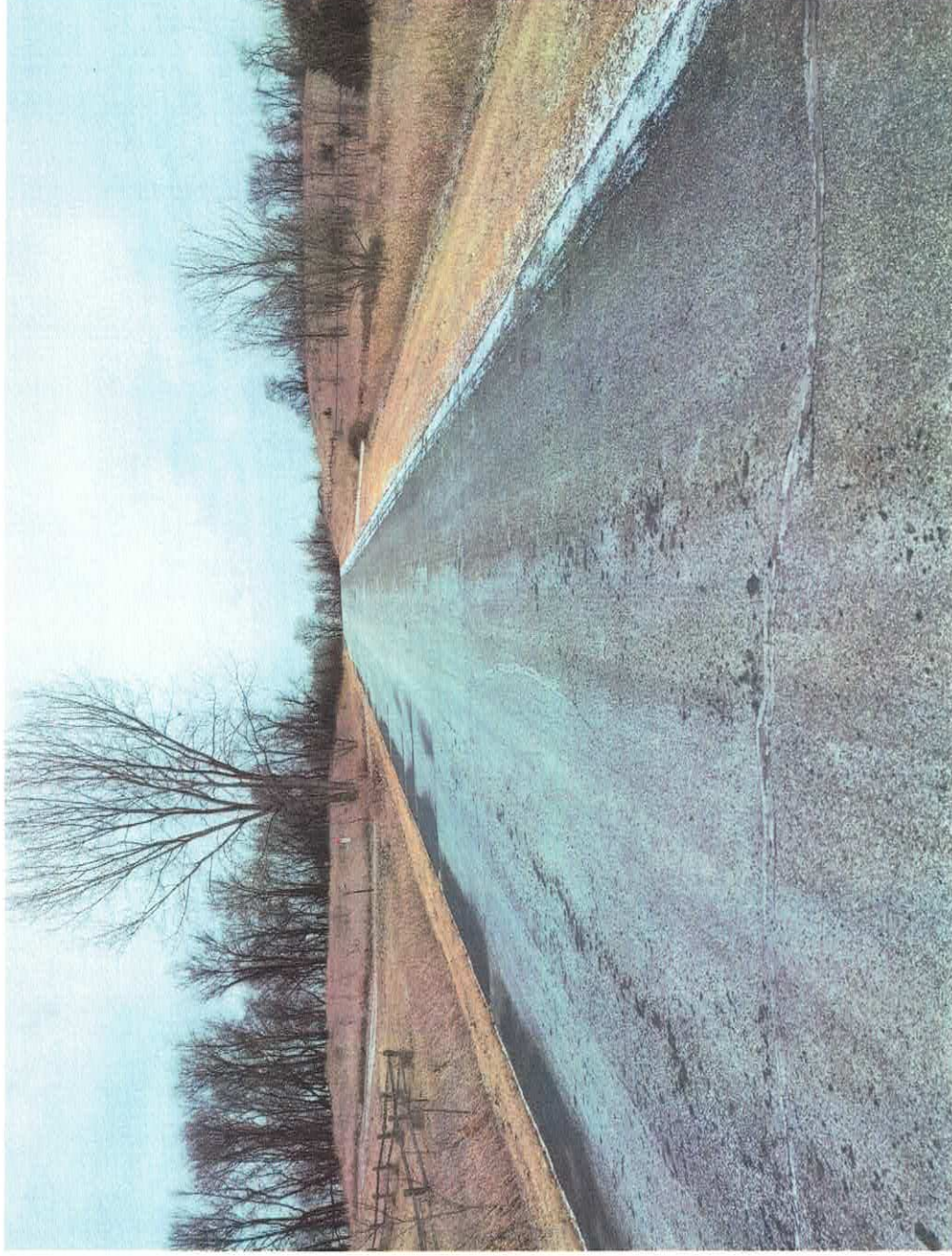
Existing Conditions



Existing Conditions



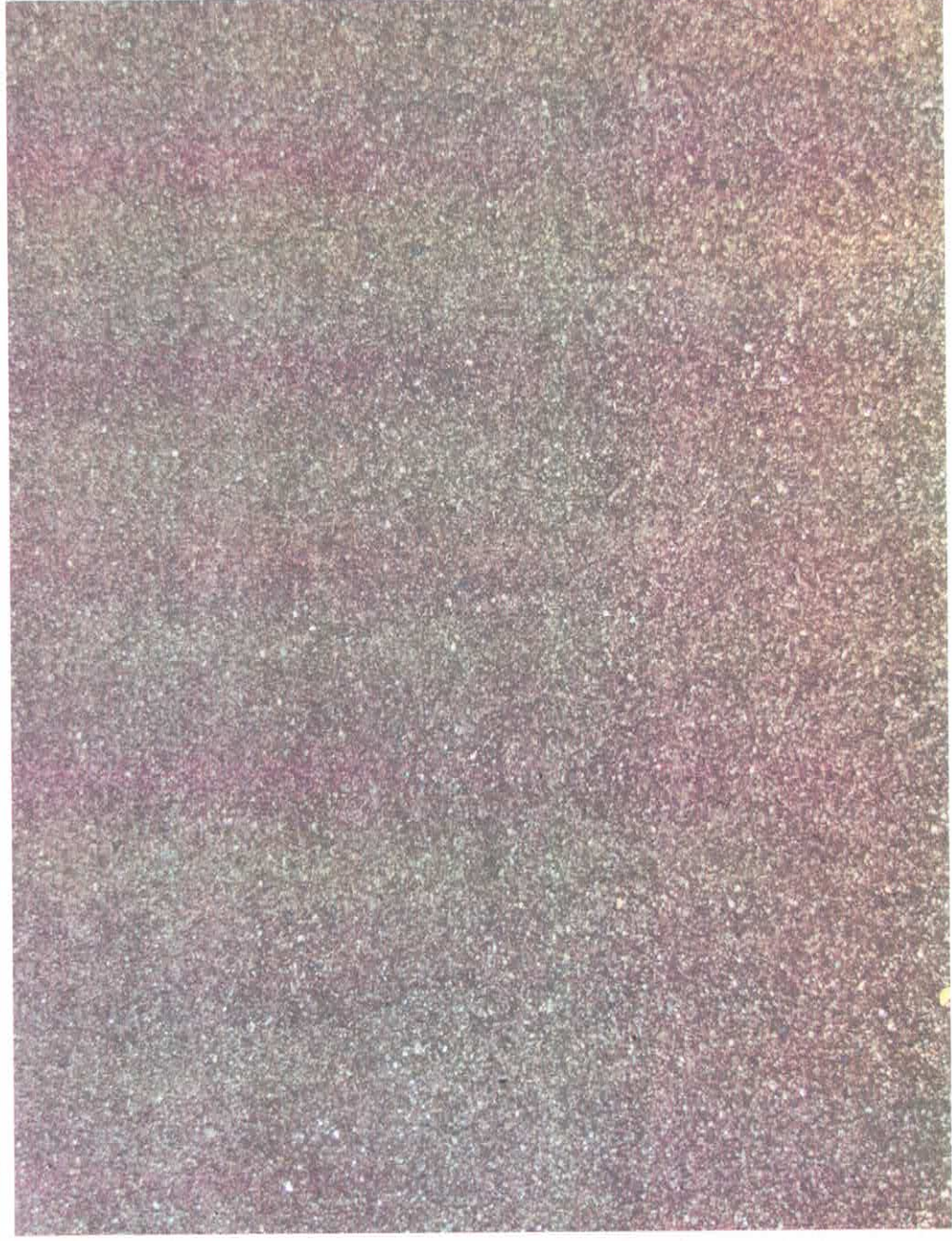
Existing Conditions



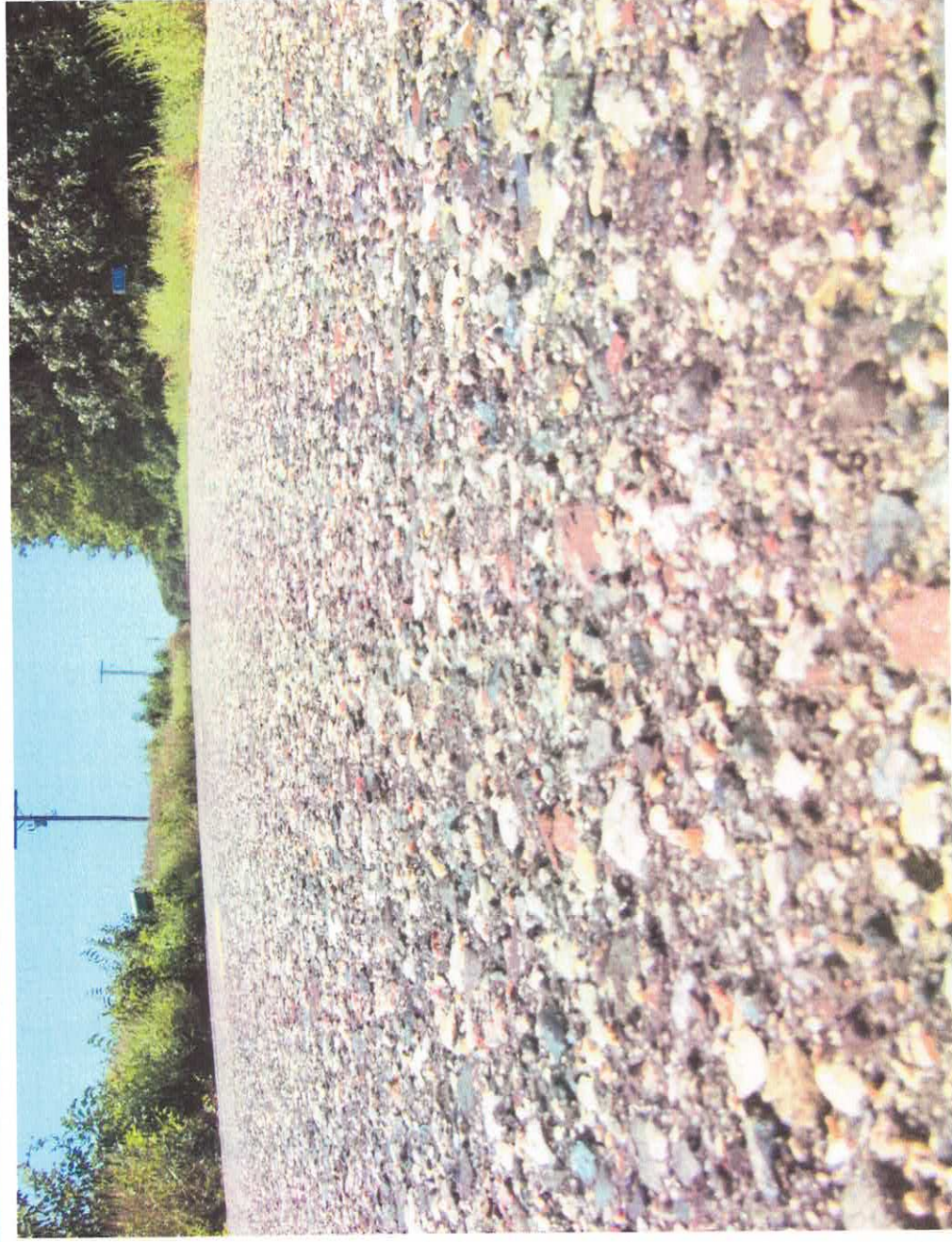
Existing Conditions



Pavement Management Explained

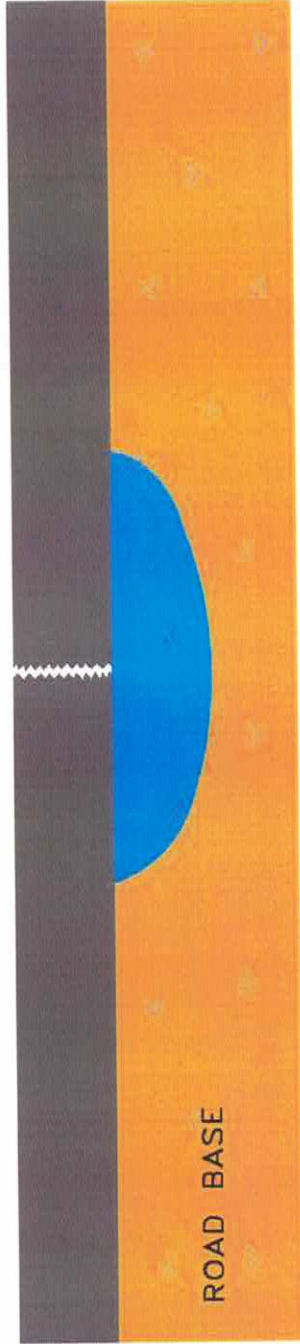


Pavement Management Explained



Pavement Management Explained





ROAD BASE

EXHIBIT
SATURATED BASE
DUE TO UNFILLED CRACK

Hakanson
Anderson
Assoc., Inc.



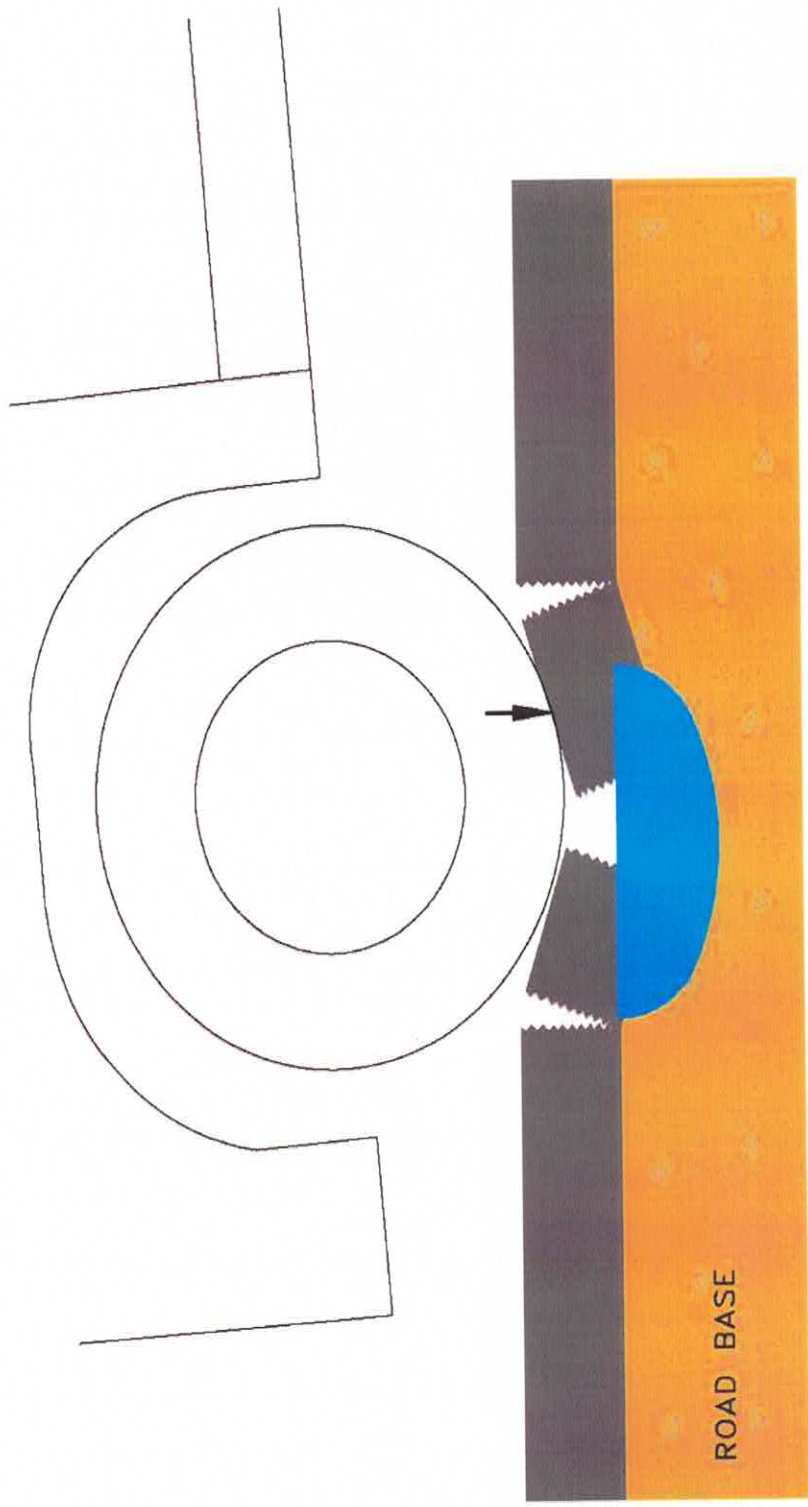
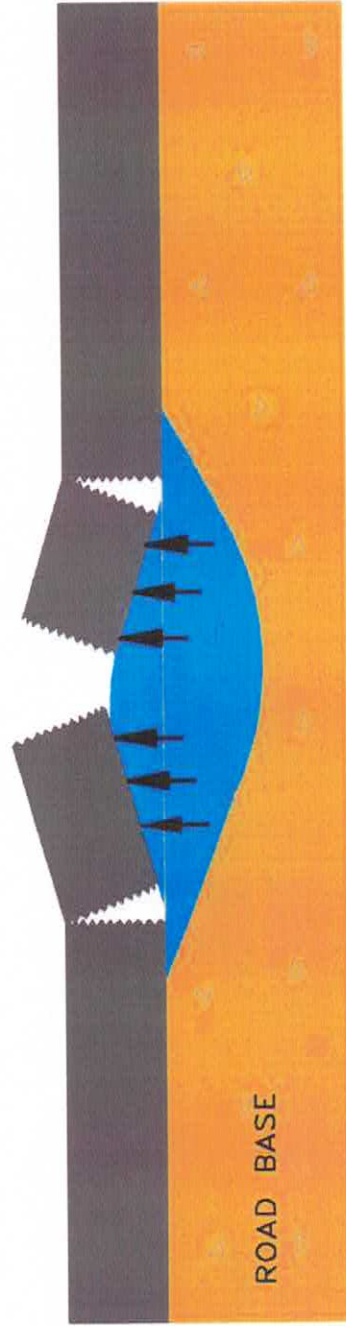


EXHIBIT
LOSS OF STABILITY DUE
TO SATURATED BASE



* FREEZING WATER INCREASES IN VOLUME BY 9%

EXHIBIT
EFFECTS OF FROST IN
SATURATED BASE

Hakanson
 Anderson
 Assoc., Inc.



Pavement Research

- A significant amount of money is spent on our State Highway system every year ~ \$2.5 B
- MnDOT designates 0.5% of the total allocation each year on research to ensure the construction money is well spent
- **Typically budget is ~ \$3M - \$4M annually on research**

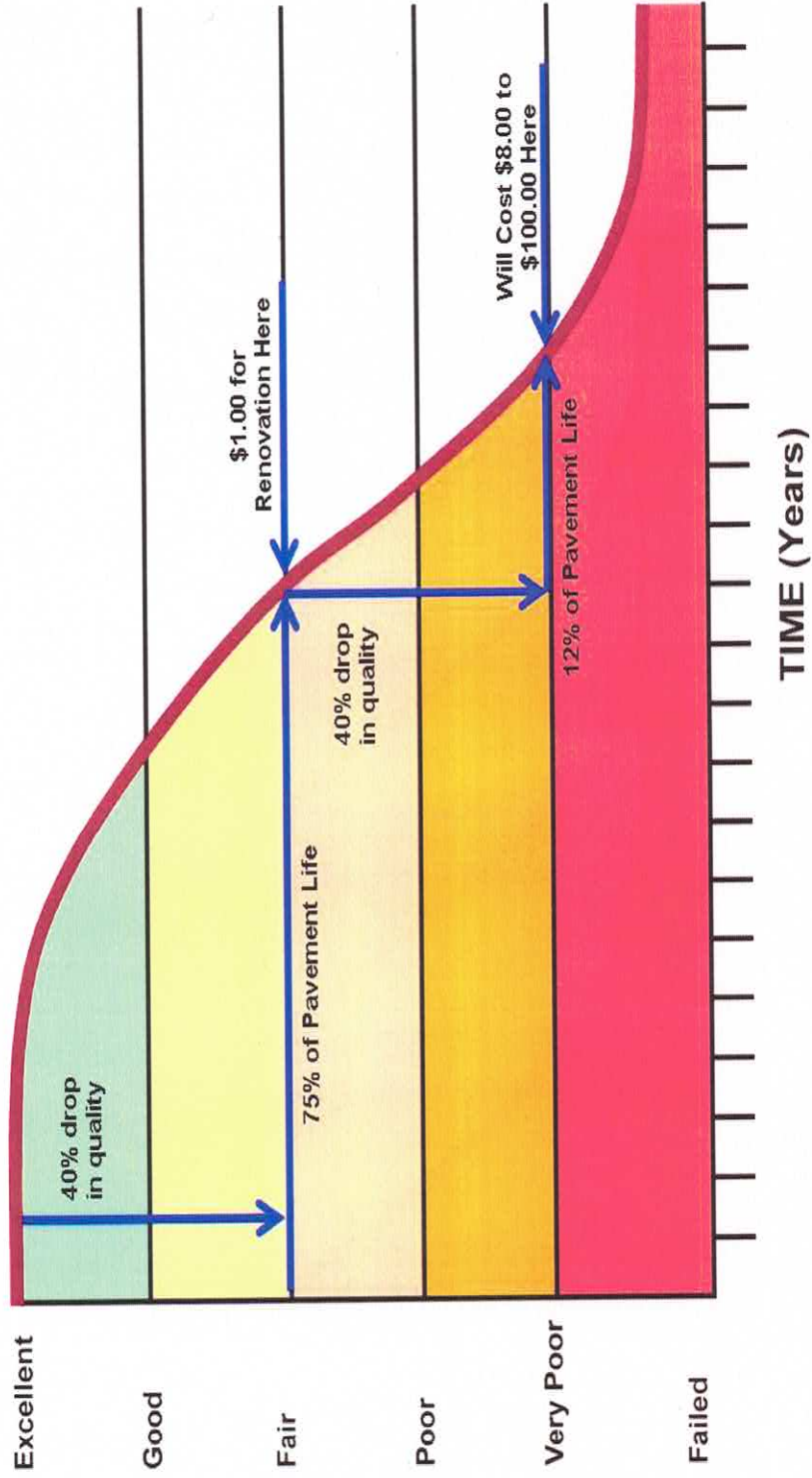
Pavement Research



2020 Minnesota Highway Users Tax Distribution Fund

| | | | | | | |
|--|--|--|------------------------|--|--|--|
| Motor Fuel Tax \$546,100,000 | Motor Vehicle Registration Tax \$379,900,000 | Motor Vehicle Sales Tax (6.5%) \$359,660,000 | Other \$211,410,000 | | | |
| TOTAL HIGHWAY USER TAX DISTRIBUTION FUND \$1,496,060,000 | | | | | | |
| Collection costs, transfers, and refunds to DR, Dept. of Public Safety, Revenue, etc. (\$54,460,000) | | | | | | |
| Reserve for Fund Balance (\$17,000,000) | | | | | | |
| TOTAL HIGHWAY USER TAXES AVAILABLE FOR DISTRIBUTION \$1,424,600,000 | | | | | | |
| <table border="1"> <tr> <td>5% Distribution \$71,230,000</td> <td>9% Distribution \$128,214,000</td> <td>85% Distribution \$1,225,156,000</td> </tr> </table> | | | | 5% Distribution \$71,230,000 | 9% Distribution \$128,214,000 | 85% Distribution \$1,225,156,000 |
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Figure 1 Typical Pavement Deterioration Curve



TYPICAL PAVEMENT DETERIORATION CURVE WITH SCHEDULED MAINTENANCE

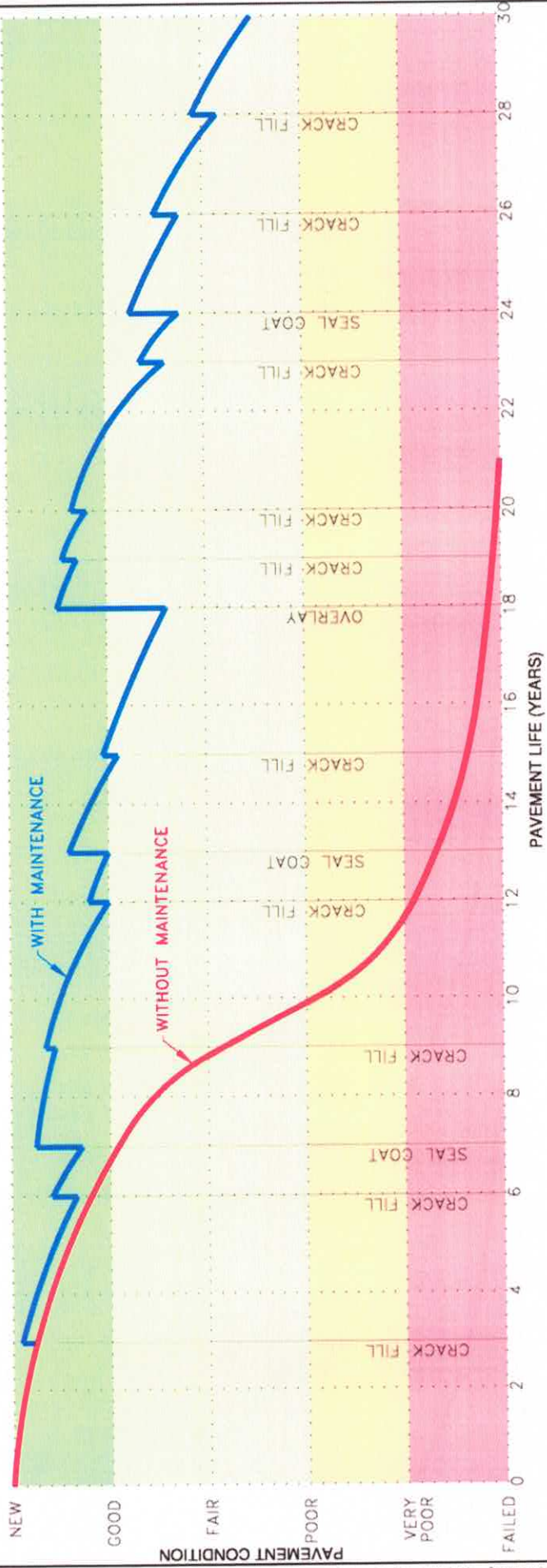
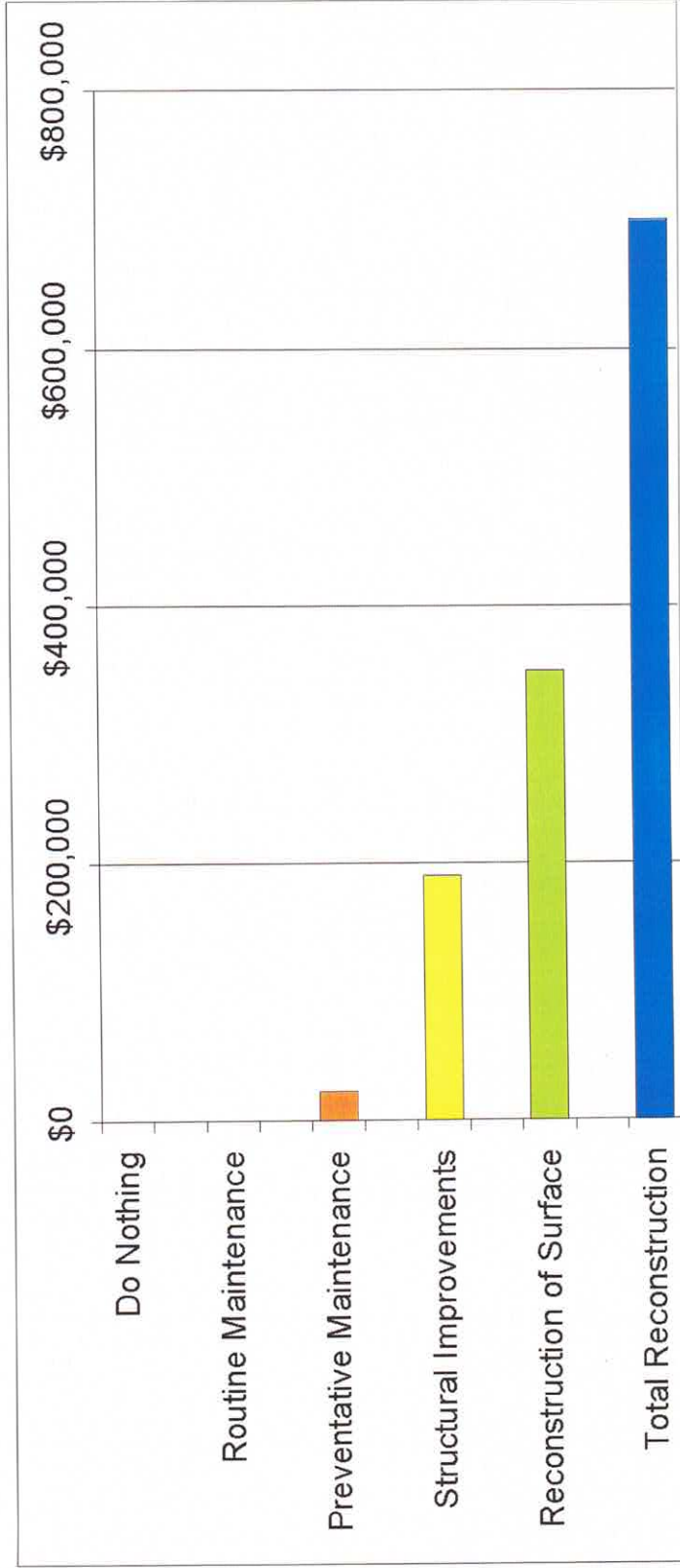


Figure 3
Treatment Band Costs

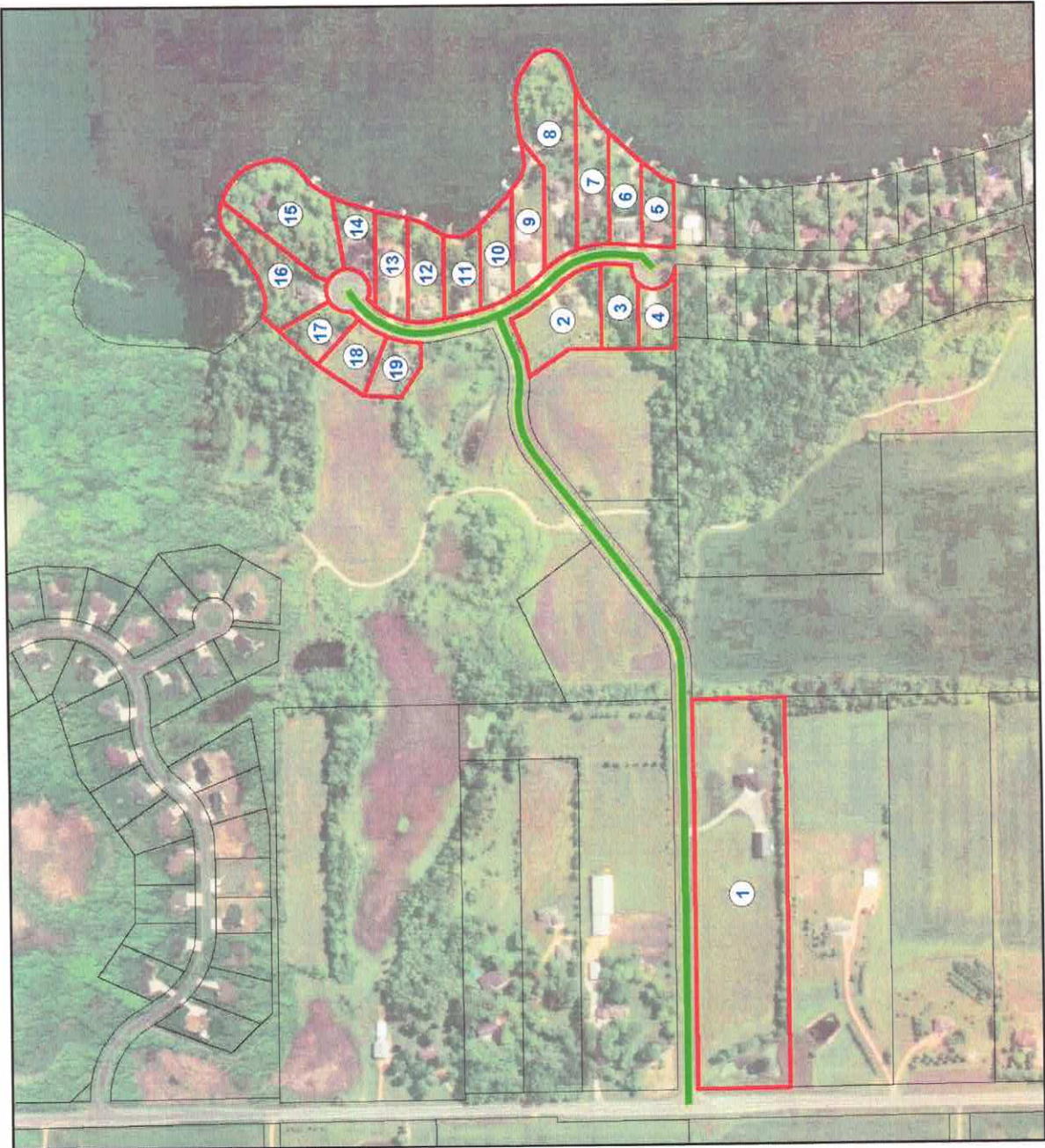


Proposed Improvements

- Milling at ends of driveways on rural sections
- Taper mill along curb and gutter (7' wide 1.5" deep)
- Reconstruct failed catch basins
- Replace failed curb and gutter
- Construct Bituminous Overlay – 1.5" Thick
 - Adds Structural Strength
 - Improved Ride
 - Extends Service Life
 - Lower Life Cycle Costs

Estimated Project Costs

- Engineer's Estimate is \$243,200



Assessments

- Per Unit Assessment Method
- 19 Direct Benefitting Properties
- Town pays 50% of Project Cost
- Direct Access Assessment = \$6,400 / Unit
- Amortized over time, typically 10 years
- Interest is market rate plus 2%

Schedule



| | |
|---------------------------------|---|
| December 18, 2024 | Public Improvement Hearing |
| December 2024 / January 2025 | Town Board orders Plans and Specifications |
| March 2025 | Town Board approves Plans and Specifications Authorizes Advertisement for Bids |
| March 2025 | Advertise for Bids |
| April 2025 | Bid Opening |
| April 2025 | Assessment Hearing |
| May 2025 | Town Board approves Bids and awards Contract |
| Summer 2025 | Construction Starts |
| September 2025 | Substantial Completion |

Alternatives – Delay the Project

- More potholes and decreased level of service
- Condition would deteriorate until more expensive repair is required
- Town is not willing to continually invest in temporary patching
- Town's contribution will decrease (20% vs. 50%)

Questions / Comments



Please be recognized by the Chair,
state your name and address for the record

FEASIBILITY REPORT
FOR
PROPOSED ROAD IMPROVEMENT PROJECT
OF
255th Street West & Willow Court

HELENA TOWNSHIP, MINNESOTA
October 14, 2024

Prepared by:



3601 THURSTON AVENUE
ANOKA, MINNESOTA 55303
TELEPHONE: (763) 427-5860

I hereby certify that this Plan, Specification, or Report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under State of Minnesota Statutes 326.02 to 326.16.



Andrew Vistad, PE

56235

License No.

October 9, 2024

Date

CONTENTS

| | | |
|-----|--------------------------------------|---|
| 1.0 | INTRODUCTION..... | 1 |
| 2.0 | PROJECT LOCATIONS..... | 1 |
| 3.0 | EXISTING CONDITIONS..... | 2 |
| 3.1 | Existing Drainage System..... | 2 |
| 4.0 | ROADWAY IMPROVEMENT PROJECT..... | 2 |
| 4.1 | Proposed Improvements | 2 |
| 4.2 | Easements..... | 3 |
| 4.3 | Drainage System | 3 |
| 5.0 | ESTIMATED COSTS | 3 |
| 6.0 | FINANCING AND ASSESSMENTS | 4 |
| 7.0 | PROJECT SCHEDULE | 4 |
| 8.0 | CONCLUSIONS AND RECOMMENDATIONS..... | 4 |

FIGURES

| | |
|-----------|--|
| FIGURE 1. | 255 th Street & Willow Ct – Benefiting Properties |
| FIGURE 2. | Residential Overlay – Bituminous Typical Section |
| FIGURE 3. | Residential Overlay – Bituminous Typical Section |
| FIGURE 4. | Residential Overlay – 255 th Street & Willow Ct Preliminary Cost Estimate |

1.0 INTRODUCTION

The purpose of this feasibility report is to present Helena Township with a preliminary examination of road improvements for 255th Street West & Willow Court.

The report discusses the scope of constructing a bituminous overlay on 255th Street West from Redwing Avenue east to Willow Court and Willow Court from terminus to terminus.

The report was initiated by Helena Township at a Town Board meeting and has been prepared in compliance with Minnesota State Statutes 429 for projects resulting in special assessments.

2.0 PROJECT LOCATIONS

255th Street West & Willow Court are located in Section 24, Township 113 North, Range 23 West in Helena Township, Scott County, Minnesota. There are currently 19 existing properties located within the project limits and receive access from 255th Street West & Willow Court. The residential properties are large rural type lots with an average lot size ranging from 0.58 acres to 8.74 acres. The project area and roadway locations are depicted in Figure 1.



*Figure 1 – 255th Street West & Willow Court Improvement Project
Project Location and Benefitting Properties Exhibit*

3.0 EXISTING CONDITIONS

255th Street West & Willow Court were initially constructed in 2004. The roads have been degrading as anticipated but are starting to exhibit exposed aggregate and small patches of alligator cracking. Normal transverse and longitudinal cracking are observed in the pavement surface. There are sections of curb and gutter that are experience frost heaving. The roads in general appear to be structurally sound and would benefit from a bituminous overlay.

The existing roadways are rural in nature. The width of the pavement along 255th Street West & Willow Court varies from 22 feet to 25 feet. The total length of the project is approximately 0.71 miles (3,772 feet).

3.1 Existing Drainage System

The roadways utilize ditches and culverts to convey stormwater along 255th Street. Willow Court utilizes curb and gutter to convey stormwater. The existing drainage system appears to be functioning sufficiently but some minor repairs to catch basins and curb and gutter will be required.

4.0 ROADWAY IMPROVEMENT PROJECT

4.1 Proposed Improvements

This project consists of improving 255th Street West & Willow Court by constructing a bituminous overlay to a constructed thickness of 1.5". Prior to the construction of the overlay the section of failed pavement and curb and gutter will be removed, the subgrade will be corrected if necessary, taper milling will be completed along sections of curb and gutter, and new bituminous material will be placed. We propose that the existing bituminous surface be thoroughly cleaned, a tack coat applied prior to the construction of the 1.5" bituminous overlay.

Aggregate shouldering material will be placed on each side of the road to re-establish the shoulder for the rural sections of roadway. The finished grade of the new street will be approximately the same elevation, or slightly higher (1.5"), as the current road. The proposed typical section is shown below in Figure 2. Driveways will be matched into the new bituminous surface.

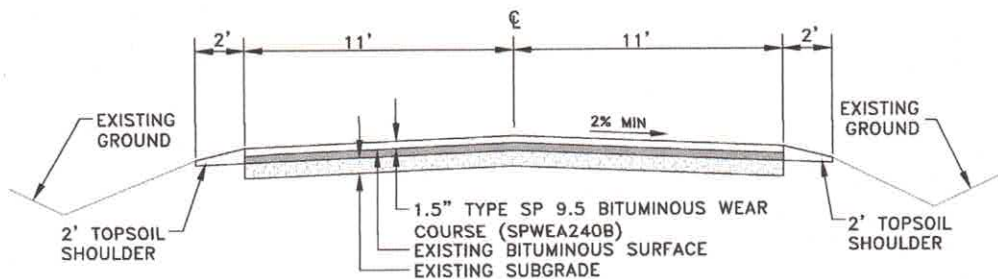


Figure 2 – Residential Overlay – Bituminous Typical Section

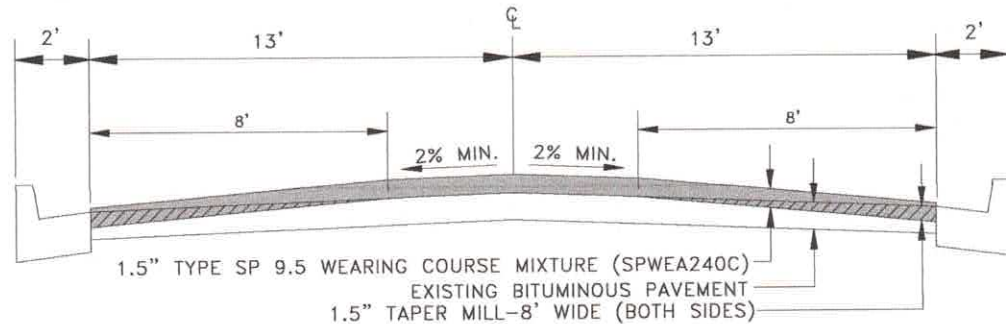


Figure 3 – Residential Overlay with Curb – Bituminous Overlay Typical Section

4.2 Easements

This project proposes to confine the improvements to the existing roadway widths. No easements or right of way are proposed to be acquired.

4.3 Drainage System

Two existing catch basins and the adjacent curb and gutter have experienced frost heaving. These structures will need to have their castings removed and reset and the adjacent curb and gutter replaced.

5.0 ESTIMATED COSTS

The 2025 construction costs have been estimated for the proposed 255th Street West & Willow Court Improvement project. The estimated costs are estimates only and are not guaranteed prices. The costs shown are estimates based on actual bid prices from projects of similar scope and adjusted for inflation. Final contracts will be awarded on a unit price basis and the contractor will only be paid for work completed.

The total estimated cost for the 255th Street West & Willow Court improvements is \$243,000. It is proposed that the Township will assess fifty percent of the total project costs to the benefitting properties.

An estimate of the cost of the improvements is shown below in Figure 3.

Figure 4
255th Street West & Willow Court Preliminary Cost Estimate

| ITEM NO. | ITEM DESCRIPTION | QTY | UNIT | UNIT PRICE | EXTENSION |
|--|---|-------|--------|--------------|---------------|
| 1 | MOBILIZATION | 1 | LS | \$ 15,000.00 | \$ 15,000.00 |
| 2 | REMOVE CONCRETE CURB AND GUTTER | 160 | LF | \$ 15.00 | \$ 2,400.00 |
| 3 | REMOVE BITUMINOUS PAVEMENT | 60 | SY | \$ 40.00 | \$ 2,400.00 |
| 4 | SAWCUT BITUMINOUS PAVEMENT | 90 | LF | \$ 5.00 | \$ 450.00 |
| 5 | SAWCUT CONCRETE CURB & GUTTER | 20 | LF | \$ 5.00 | \$ 100.00 |
| 6 | SHOULDER BASE AGGREGATE CLASS 2 (LIMESTONE) | 80 | TON | \$ 40.00 | \$ 3,200.00 |
| 7 | AGGREGATE BASE CLASS 5 (LIMESTONE) | 30 | TON | \$ 40.00 | \$ 1,200.00 |
| 8 | MILL BITUMINOUS SURFACE (1.5") | 40 | SY | \$ 8.00 | \$ 320.00 |
| 9 | TAPER MILL BITUMINOUS SURFACE (1.5") | 3,620 | SY | \$ 3.00 | \$ 10,860.00 |
| 10 | BITUMINOUS MATERIAL FOR TACK COAT | 570 | GAL | \$ 2.50 | \$ 1,425.00 |
| 11 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) | 1,150 | TON | \$ 95.00 | \$ 109,250.00 |
| 12 | TYPE SP 12.5 NON WEARING PATCHING MIX | 10 | TON | \$ 125.00 | \$ 1,250.00 |
| 13 | ADJUST FRAME AND RING CASTING | 4 | EACH | \$ 700.00 | \$ 2,800.00 |
| 14 | GROUT OR SEAL CATCHBASIN | 4 | EACH | \$ 1,000.00 | \$ 4,000.00 |
| 15 | CONCRETE CURB AND GUTTER - SURMOUNTABLE | 160 | LF | \$ 75.00 | \$ 12,000.00 |
| 16 | RELOCATE MAILBOX SUPPORT | 19 | EACH | \$ 200.00 | \$ 3,800.00 |
| 17 | TRAFFIC CONTROL | 1 | LS | \$ 3,000.00 | \$ 3,000.00 |
| 18 | SELECT TOPSOIL BORROW | 90 | CY | \$ 75.00 | \$ 6,750.00 |
| 19 | TURF ESTABLISHMENT | 1 | LS | \$ 3,000.00 | \$ 3,000.00 |
| 20 | WEED SPRAYING | 24 | RD STA | \$ 15.00 | \$ 360.00 |
| ESTIMATED CONSTRUCTION COST SCHEDULE "A" | | | | | \$ 183,565.00 |
| CONSTRUCTION CONTINGENCY | | | | | \$ 17,435.00 |
| ENGINEERING, LEGAL, AND ADMINISTRATIVE | | | | | \$ 42,200.00 |
| FINANCING COSTS | | | | | \$ - |
| TOTAL ESTIMATED PROJECT COST | | | | | \$ 243,200.00 |

6.0 FINANCING AND ASSESSMENTS

The cost for improving 255th Street West & Willow Court is proposed to be partially assessed to the benefitting properties. For this project, the recommended assessment method is to assess the benefitting properties on a per unit basis. We have identified 19 units that receive direct access and will receive benefit from the proposed improvements.

The total estimated cost to be assessed to the benefitting properties is \$121,600. The total estimated cost to be paid by the Town is \$121,600. Fifty percent assessment of the estimated project cost to the benefitting properties of this project on a per unit basis would yield an assessment of approximately \$6,400 per unit. The per unit assessment for this project is proportionate to the large lot size.

The assessments may be paid in full up front or amortized over a period of time, typically 10 years, with an interest rate as determined by the Town Board. Generally, interest rates on assessments are on the order of 8-10 percent.

7.0 PROJECT SCHEDULE

The schedule of the project will be determined by the Township with consideration of resident input. A tentative schedule is as follows:

| | |
|-----------------|--|
| October 16 2024 | Town Board Approval of Feasibility Report and Calls for a Public Improvement Hearing Mail and Publish Notice of Public Improvement Hearing |
| December 2024 | Town Board conducts Public Improvement Hearing Town Board Orders Plans and Specifications |
| February 2025 | Town Board Approves Plans and Specifications and Authorizes Advertisement for Bids Town Board Calls for the Assessment Hearing Mail and Publish Notice of Assessment Hearing |
| April 2025 | Bid Opening Town Board Conducts Assessment Hearing Town Board Approves Bids and Awards Contract |
| June 2025 | Construction Starts |
| September 2025 | Substantial Completion |

8.0 CONCLUSIONS AND RECOMMENDATIONS

We find that this project is necessary, cost effective, and feasible from a technical and engineering standpoint, and benefits the properties proposed to be assessed. This project should be made as proposed and it is not necessary to combine it with any other project. We would recommend that the Town Board accept this report.