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MINUTES

Highway 61 Reconstruction Project – PMT #16

April 9, 2019

Video Conference Call

Meeting Chair: Chris Hiniker

Minutes by: SEH

Present: Scott Jensen, Megan Smith, Kjellgren Alkire, Phil Gartner, Amy Alkire, Mark Nichols, Rob Keehn, Aaron Breyfogle, Chris Hiniker, Bill Anderson, Andy Masterpole, Chad Jorgenson, Josh Breid

Copies to: PMT members

I. PMT #15 Review

a. Chris reviewed notes from prior meeting.

II. Final Design Task Activities

a. Construction Staging/Detours

- i. Chad reviewed the planned detour route maps and the details of traffic staging during construction.
- ii. Chad reviewed the construction schedule which includes various stages. Start is anticipated mid-April and the majority of construction activities should conclude around mid-October. The segment from CSAH 5 to the north end will be closed for approximately the first two construction months. The segment from the south end to Lyon Avenue will be closed for approximately the first four months of construction.
- iii. Need to start discussing construction staging and detour details with the public. This process will begin at the April 25th open house. Displays will be provided with photos of similar projects during construction. Phil asked MnDOT staff be prepared at the open house to address questions regarding construction plans associated with the 2019 Highway 61 mill and overall project.

b. Amenities.

- i. Andy reviewed the downtown area and some of the concerns MnDOT's ADA staff have expressed with the proposed colored bands in the sidewalk. SEH is setting a coordination meeting with MnDOT ADA staff for April 12th to discuss the concerns and review other comments provided during the 60% plan review.
- ii. Andy noted Center Street is a focal point in the proposed amenity plan. SEH will prepare a graphic of the area for the April 25th open house.
- iii. Andy noted that medians will include low maintenance grasses. For traffic visibility reasons, the landscaping will not exceed two feet in height.

- c. The group discussed timing of installing the proposed public art features. It was concluded that the highway design plans will reference the plan for art installation at three different locations (medians near Central Point Road, Woodburn Street, West Elm Street). The road project will include installation of electric service to these locations. City staff will begin process of establishing a committee to determine the recommended art elements. The budget is up to \$90,000. Installation will likely be at some point following completion of the highway project. The City will need to coordinate with MnDOT to obtain approvals for the art installation (in MnDOT right-of-way). Aaron noted any art features either need to be designed as breakaway or be protected (i.e. guardrail) for safety purposes.
- d. It was noted that it will be important to communicate to property owners what the respective maintenance responsibilities are (i.e. snow removal, landscaping, etc.).
- e. 60% Plans
 - i. Since the last PMT meeting SEH submitted and received comments on the 60% plans. The comments are being incorporated and follow-up on comments is occurring as needed.
- f. 90% Plans
 - i. The schedule calls for submitting the 90% plans to the City and MnDOT by May 27th. Project letting is set for November 22nd and construction is anticipated to begin in April 2020.
 - ii. Amy asked about budget. Chris reviewed we are on track but water main and storm utilities are higher than expected but so far have been offset by other cost reductions and contingencies. A budget summary will be provided at the open house. It was noted that the amenity details could be adjusted if needed to meet budget.

III. Open House

- a. Open House is set for Thursday, April 25th from 5:00 to 6:30pm at the City Hall Council Chambers.
- b. Materials will include:
 - i. Budget and Schedule summary
 - ii. Summary of ADA improvements
 - iii. Amenity graphic and some example materials
 - iv. Traffic staging and detour maps
 - v. Photo illustrating a downtown area under construction
 - vi. Latest project layout
 - vii. City staff will provide information on plans for social media communication during construction.
- c. Will advertise open house similar to the previous open house; online, posters, newspaper, with the Chamber. SEH will prepare an open house announcement handout.
- d. Next PMT is scheduled for Tuesday, June 18th.

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SEH believes that this document accurately reflects the business transacted during the meeting. If any attendee believes that there are any inconsistencies, omissions or errors in the minutes, they should notify the writer at once. Unless objections are raised within seven (7) days, we will consider this account accurate and acceptable to all.

If there are errors contained in this document, or if relevant information has been omitted, please contact Chris Hiniker at 651 490 2063.

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