

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, March 25, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

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- | | | |
|-----------|-----|--|
| 6:30 p.m. | 1. | Introductions/Roll Call |
| 6:35 p.m. | 2. | Public Comments |
| 6:40 p.m. | 3. | Approval of February 25 Meeting Minutes |
| 6:45 p.m. | 4. | Communication Items |
| 6:55 p.m. | 5. | Ownership of Water/Sewer Service Lateral Infrastructure |
| 7:20 p.m. | 6. | Stormwater Credit Policy |
| 8:00 p.m. | 7. | Update on Recycling for Business/Institutions |
| 8:10 p.m. | 8. | Staff Update on 2013/2014 Snow Management Process |
| 8:20 p.m. | 9. | Recognition of Outgoing Commission Members |
| 8:25 p.m. | 10. | Possible Items for Next Meeting –April 22, 2014 |
| 8:30 p.m. | 10. | Adjourn |

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**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: March 25, 2014

Item No: 3

Item Description: Approval of the February 25, 2014 Public Works Commission Minutes

Attached are the minutes from the February 25, 2014 meeting.

Recommended Action:

Motion approving the minutes of February 25, 2014 subject to any necessary corrections or revision.

February 25, 2014 Minutes

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, February 25, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Chair Vanderwall called the meeting to order at approximately 6:30 p.m.; and
3 Assistant Public Works Director/Engineer Culver called the roll.
4

5 **Members Present:** Chair Vanderwall; and Members Steve Gjerdingen; Jim
6 DeBenedet; and Joan Felice
7

8 **Members Excused:** Member Dwayne Stenlund
9

10 **Staff Present:** Assistant Public Works Director/City Engineer Marcus
11 Culver; and Environmental Specialist Ryan Johnson
12

13 **2. Public Comments**

14 None.
15

16 **3. Approval of January 28, 2014 Meeting Minutes**

17 Member DeBenedet moved, Member Felice seconded, approval of the January
18 28, 2014, meeting as amended.
19

20 **Corrections:**

- 21 • **Page 6, Line 249 (Gjerdingen)**
22 Typographical correction “hole”
- 23 • **Page 10, Line 402 (Vanderwall)**
24 Correct to read: “Chair Vanderwall suggested that, if Mr. Culver could sole
25 *[pedestrian]* crossing*[s]* for County Road B...”
26

27 **Ayes: 4**

28 **Nays: 0**

29 **Motion carried.**
30

31 **4. Communication Items**

32 Chair Vanderwall read a statement prepared by staff apologizing for and
33 acknowledging a recent violation of the Open Meeting Law when a quorum (3

members) of the Public Works, Environment, and Transportation Commission members attended a meeting on November 20, 2013, which had not been noticed as a public meeting. Chair Vanderwall assured the public that this was inadvertent, and in acknowledging the violation, staff committed to avoiding any such repeat occurrences in the future.

While acknowledging that this was unfortunate, Member DeBenedet noted that no action had been taken during the meeting, and that it was held only for informational purposes.

Assistant Public Works Director Marc Culver provided a report from last night's City Council meeting at which Public Works Director updated the City Council on staff's response to a considerable number of private water service freeze-ups, with more anticipated as frost is now approximately seven feet (7') deep. Discussion at the City Council level included costs borne to residents from those freeze-ups and for thawing the lines, with the City crews not always successful in getting them thawed due to their limited pressured hot water flushing equipment and staff; with fewer than 50% or fewer successful. Mr. Culver reported that most of the problem areas are long-side services with the line installed on the opposite side of the road; often with the service line beyond seventy feet (70') before it connects with the water main; and usually under paved driveways or roadways with little snow cover. Mr. Culver advised that, in cases where the City had been unsuccessful in opening the lines, they had provided private contractor information to homeowners, typically welders who electrically charged the line to thaw it; with only a few welders found with machines large enough to accomplish that. However, Mr. Culver noted that there was risk in performing that type of thaw, creating potential liability issues.

Mr. Culver advised that the City Council took action to reconfirm that service lines were privately owned and the responsibility of homeowners for costs up to the main, including the cost to thaw those lines. The City Council further confirmed that City staff, as available, would attempt to assist homeowners with the pressurized hot water flushing equipment, but anything beyond that point would not be undertaken by the City other than to provide a list of contractors that were known to have welding equipment available and who may be willing to assist them; with the homeowner responsible to coordinate with the welder and pay for those services.

Mr. Culver provided a map showing the areas with freeze-ups, most in the southeast area of the City, with some historically problem areas where the roadway had been lowered after the initial water service had been installed, and many having already made arrangements to keep a steady stream of water running to avoid freeze-ups. However, Mr. Culver noted that there a number of new freeze-ups beyond those previously known, but in the same relative vicinity. While this apparent anomaly and pattern is still under investigation, Mr. Culver opined that staff thought it may be happening in areas with a combination of sandy soils where the frost went deeper and/or areas with shallower service lines.

80
81 Mr. Culver noted that there were devices available to install in toilets or basement
82 sinks that would trigger water running continuously when those water
83 temperatures reached a certain point.
84

85 Mr. Culver advised that staff was in the process of communicating to residents
86 with patterns of freeze-ups by letter to alert them to run their water if water
87 temperatures are running under 35 degrees; with authorization for a \$20 credit on
88 applicable water bills if they are running water during this unusual situation.
89 However, Mr. Culver noted the caution needed to tell people to run their water,
90 and the pressure at which it should be run; as well as alerting the City of those
91 actions before they do so to confirm that their water accounts will be credited
92 appropriately.
93

94 Discussion included the location of the largest majority of freeze-ups; staff's
95 upkeep of a daily map to document those locations as calls came in, with the
96 majority of the freeze-ups in a line from Bennett to McCarron's Lake; with
97 residents in that area being aware of that pattern in order to take preventative
98 steps.
99

100 Further discussion included whether there were sewer lines freezing as well, with
101 Mr. Culver reporting approximately 10-20 to-date, with frozen water lines often a
102 contributing factor for sewer line freeze-ups; with steps to prevent those
103 occurrences often more successful by simply flushing hot water through the
104 system.
105

106 Mr. Culver noted, with the odd winter conditions of snow, ice, lower than normal
107 temperatures and other variables, it had been and was becoming more challenging
108 for all jurisdictions and agencies, in addition to running out of salt and anti-icing
109 materials across the board. Mr. Culver reported that staff had been blending
110 materials for some time now, and even though not a preferred method, it was
111 necessary under the circumstances. Mr. Culver noted that, in using more sand in
112 the mix, it exacerbated issues in the spring with that runoff going into the storm
113 water basins.
114

115 Chair Vanderwall noted one area of concern for him was with the arterial road
116 running through Roseville and surrounding communities that were under the
117 jurisdiction of Ramsey County. Chair Vanderwall noted that the majority of those
118 intersections were very slick, creating numerous accidents and safety issues; and
119 asked that staff alert the County asking them to prioritize ice-control treatment
120 efforts at those intersections.
121

122 Mr. Culver noted that "priority" was the key word in that request, as the County's
123 resources were becoming strapped as well, along with MnDOT. Mr. Culver
124 expressed his confusion that MnDOT did not apply more salt on Friday and over
125 the weekend, but reiterated that everyone was trying to conserve their available

resources, sometimes good and sometimes not. Mr. Culver advised that City staff would continue to work with other jurisdictions and agencies to address areas of concern, including intersections. Mr. Culver noted that often the most significant issues are at intersections that are significantly dipped, and at areas with steeper ramps (e.g. Lexington Avenue). Mr. Culver advised that staff was trying to get salt and ice control materials from various resources.

Mr. Culver announced the retirement of long-term City employee Tony Thury, whose last day was today. Mr. Culver thanked him for his thirty plus years of service to the community and wished him well in his retirement.

Chair Vanderwall note that, when talking about the City's invisible infrastructure, this retirement is also an example of the community's loss of a crucial piece of infrastructure in the Public Works Department with his institutional knowledge.

Mr. Culver concurred, noting that, even with attempts to make sure that institutional knowledge and experience is documented in the City's asset management software, it was still a vital loss to the history of the community.

Mr. Culver noted that project updates since the last meeting and updates on various construction projects were included in tonight's meeting packet and available on-line at the City's website at www.cityofroseville.com/projects, and as detailed in the staff report dated February 25, 2014.

Discussion included 2014 sanitary sewer lining project bids coming in a little lower than the engineer's estimates; additional comments of and considerations regarding the Snelling Bus Rapid Transit line and different vehicles under consideration for prospective riders with this express type service and the complimentary location of these arterial services to access LRT lines; and current work by staff on a feasibility study for the Wheeler Avenue Traffic Management Project and potential closure of Wheeler at County Road B, with that project anticipated for timing with the City of Arden Hills' work on County Road D for cost-savings, probably in 2015; and if and when the feasibility study is accepted by the City Council and other applicable jurisdictions.

5. Review of County Road B Pathway Project

Mr. Culver provided a brief presentation of the County Road B Pathway Project, as detailed in the staff report dated February 25, 2014; and as presented to the City Council at their February 10, 2014 meeting as noted for a short-term pedestrian facility extending the existing shoulder area along the south side of County Road B west of Cleveland Avenue.

Mr. Culver's presentation included a project background and history; results of and comments from numerous neighborhood meetings and staff responses to those comments and concerns during the design process of the proposed project; immediate plans to reduce speeds in cooperation with Ramsey County; goals and

options of this pedestrian facility and its separation from general traffic lanes; work plan with the majority of the work conducted by City staff and subsequent hiring of a paving contractor as applicable; costs for storm water features and any required soil or landscaping materials and drainage mitigation as part of the project; and tying the project in with other trail rehabilitation projects in 2014 to obtain further cost efficiencies.

Mr. Culver reviewed specifics of the intersection at Cleveland Avenue and County Road B; and coordination with the County in turnback of the roadway from the County to the City, hopefully within a few months and prior to this project; and work with the State for signal controls under their jurisdiction for correction of issues and extending the left turn arrow.

Mr. Culver noted that a number of ideas and minor issues brought forward by residents during discussions had been addressed, and had proven valid considerations. Mr. Culver noted that parking would be restricted on the south side, which would unfortunately impact several homes on the south side of the street and location of their mailboxes. Mr. Culver advised that the City Council had approved installing a sidewalk in that area – between Fairways and Fulham – at an additional cost estimate of \$20,000 to \$25,000, pending additional survey data this spring as details are finalized and drainage issues further reviewed.

At the request of Member Gjerdingen, Mr. Culver confirmed that the sidewalk would be concrete.

Mr. Culver reviewed subsequent long-term reconstruction of County Road B in approximately ten (10) years and additional design work with the neighborhood at that time on features, once it is determined if the roadway will be of urban or rural design. Mr. Culver advised that, at that time, a more traditional pedestrian facility will be installed, most likely behind a raised curb and gutter if of urban design, with pros and cons for both types of design. However, Mr. Culver noted that a significant consideration will be development of sustainable drainage as the City works with the Watershed District as part of that future reconstruction.

At the request of Chair Vanderwall, Mr. Culver confirmed that those plans may include rain gardens with rain water captured in some type of water treatment system for potential re-use as irrigation as part of the long range improvements of the roadway; which will also dictate whether or not the sidewalk portion of this short-term project will be salvageable or not as that long-term design develops.

Discussion included preferable north or south side for the long-term pedestrian facility based on a number of factors, variables, safety issues, and challenges.

Chair Vanderwall noted the difficulties in snow removal along this segment with the varying types of sidewalk and pathway; and opined that homeowners may

want to consider helping with that maintenance if a facility is located in front of their property.

Mr. Culver acknowledged that, it was a valid point that as more walks are added it became a significant staff time and equipment issue with that maintenance. Mr. Culver noted the City can clear the pathways, but it may not be as timely as residents and users of the facilities would like.

Discussion ensued on both sides of the issue of residents assisting in maintenance in their immediate area and depending on your areas of interest and abilities.

Concluding discussion included the cul-de-sac area and pedestrian facility in that area to address safety concerns and traffic levels; significant traffic generation from the multi-family apartment complexes; and whether or not rumble strips will end up being the preferred option at all, pending further discussion at the staff design level and with the neighborhood

Member DeBenedet spoke in support of the overall solution proposed by staff and accepted by the City Council, opining that it was excellent proposal and a good solution for the neighborhood.

Member Gjerdingen concurred, opining that it was a great demonstration of the City meeting the needs of the neighborhood having consensus with their concerns.

6. 2014 Construction Project Review

Mr. Culver reviewed anticipated 2014 constructions projects consisting of the sewer lining project, the 2014 Pavement Management Plan (PMP) project, and the County Road B-2 sidewalk project; with the latter project being bid along with the 2014 Park & Recreation Program Renewal efforts.

Mr. Culver, using maps, reviewed the specifics of each project, and responded to questions and comments from Members.

Discussion included the various opinions among engineers in if and when sealcoating should occur, and ongoing experimentation among agencies in the effects of that timing; and the importance of residents contacting the City or other jurisdictions with problem areas of which they're aware to add additional incentive to make those areas more prominent in priority lists (e.g. Dale Street and Cleveland Avenue south of County Road B showing significant distress; lower area around Central Park; and U of MN commuter campus traffic on Cleveland Avenue accessing the freeway system).

Mr. Culver provided a very preliminary look at proposed 2015 projects, including Victoria Street north of Larpenteur Avenue a joint Ramsey County/City reconstruction project, including sidewalk installation; and taking advantage of

the four lane roadway and narrowing it for a pedestrian facility. Mr. Culver noted that the County had been very receptive to-date in those discussions.

Chair Vanderwall opined that it would be interesting and advantageous to look at a map of Ramsey County projects overlaid with City projects to see areas of work proposed during the same timeframe.

At the request of Chair Vanderwall, Mr. Culver confirmed that the sewer lining would be coordinated with PMP areas and that contractor, even though the preference was to line segments the year prior to a PMP project.

At the request of Chair Vanderwall, Mr. Culver advised that no water pipe lining projects were proposed for this year; pending results of last year's test project and improved technologies developing in the future to address issues found in getting a consistent thickness with the initial project.

Mr. Culver noted that the City was also experiencing a higher than average number of water main breaks this winter as well as the service lines previously discussed; and advised that those areas were given serious investigation and study when areas were found with successive breaks on one line; with work coordinated when possible with road construction projects unless emergency situations required action sooner.

7. Introduction of Environmental Specialist Ryan Johnson

Mr. Culver introduced the City's Environmental Specialist Ryan Johnson, who came on board in December of 2013. Mr. Culver reviewed Mr. Johnson's background, most recently with the Ramsey Conservation District (RCD) for the last eight years, and his close work with the City of Roseville and area watershed districts. Mr. Culver opined that this created a good fit, and noted that the City was fortunate to have Mr. Johnson's expertise, and his prior institutional knowledge available, along with his good relationship with the area watershed districts. Mr. Culver noted that Mr. Johnson would be able to provide a good leadership role on storm water issues and projects, along with 25% of his time allotted to working with the City's recycling program.

Mr. Johnson expressed his excitement to attend tonight's PWETC meeting, and his pride in being a City of Roseville employee. Mr. Johnson noted that he had worked with former Roseville Engineer Debra Bloom and Engineer Kristine Giga on numerous occasions, as well as Roseville property owners on drainage issues, and improving water quality, bio-filtration and shoreline projects.

Mr. Johnson admitted that his biggest challenge was getting up to speed with recycling and implementation of the City's new single-sort recycling efforts in coordination with Eureka Recycling. Mr. Johnson noted that his first month had been focused on the roll-out of that single-sort system, and was pleased with the process and citizen response to-date. Mr. Johnson advised that the majority of the

calls fielded by staff to-date were related to how to “retire” their old blue bins; confusion from residents upon delivery of the new wheeled carts, mostly based on misconceptions with homeowners associations and past practices; and noted the need to continue the educational focus with Eureka to promote the single-sort process and efforts to recycle more and keep materials out of the landfill.

At the request of Chair Vanderwall, Mr. Johnson suggested some options for the blue bins: donation to churches and/or schools for storage and other uses beyond recycling; storage by civic organizations of promotional or decorative items (e.g. Memorial Day flags); or by simply dropping them off at City Hall as there was a list of people waiting to re-use them.

Related to storm water projects currently under his design and future projects, Mr. Johnson reviewed by map the 2014 project locations, with seven (7) projects proposed at this time to mitigate existing drainage issues. Mr. Johnson reviewed the specifics of each of the projects as included by map in the staff report dated February 25, 2014; and responded to questions and comments of the PWETC.

Discussion included the type of drainage system proposed at the bottom of the hill from Western Avenue on County Road B-2 for sidewalk installation and identifying it as a depressed area, not a pond, avoiding safety concerns; educational efforts proposed at the Central Park Elementary School project site to encourage children to get involved with the process by making an educational natural habitat area.

Chair Vanderwall offered to introduce Mr. Johnson to school staff as he gets involved in that project or others needing coordination with School District No. 623 staff.

At the request of Member Gjerdingen, Mr. Johnson reviewed the operation of an infiltration trench, proposed in the project area at Central Park to mitigate current drainage and flooding issues during large rainfall events.

Specific to the Sherren-Dellwood project area, Mr. Johnson noted that he had been introduced to this significant problem area during his work at the RCD, with sixteen areas flowing into one area creating critical flooding, and needing an off-site location versus the existing storm sewer.

At the request of Chair Vanderwall, Mr. Johnson reviewed the specifics of the Manson Street project to address flooding issues for a corner home with an underground infiltration system proposed and as part of the Parks Renewal projects, including increased plantings and redirecting of water. Mr. Johnson noted that, this would only be one step in a much larger problem, but would provide immediate help to the resident experiencing significant issues without this emergency overflow system.

Mr. Johnson noted that an engineering firm was currently ranking and rating the huge choke point in the area of Old Highway 8 creating the overflow, with only a 12-18 inch pipe under that highway at this time; with 50 acres currently draining into this system before reaching the Rice Creek Watershed District ditch, and further consideration needed for the entire area to determine problem points.

Mr. Johnson noted that the City had received a grant through the Board of Water and Soil Resources (BWSR) for the work at Evergreen Park and, in working with the watershed district, storm water would be intercepted coming through the entire system and redirected to an underground vault for re-use as irrigation for the park.

Chair Vanderwall noted that there was significant water coming into the elementary parking lot there as well; and suggested that may be incorporated to contribute to that re-use, since the water was coming off the asphalt, and could be part of the mitigation efforts.

Mr. Culver noted that, as part of the overall plan for revitalization at Evergreen Park, the Master Plan indicated rain gardens in the southeast and northeast corners, and he had frequently assisted the drainage of those baseball fields and had observed the drainage toward Eldridge Avenue. Mr. Culver opined that any opportunity to capture rain water and re-use is would be beneficial. Mr. Culver noted that another area could also be the hockey rink location, which would no longer be maintained for that use, even though it may prove more difficult since it was on higher ground. Mr. Culver advised that all of those areas would continue to be reviewed, and recognized that a lot of water was running through that school parking lot.

Chair Vanderwall noted that the school parking lot was very congested, and in working with transportation aspects for the School District, spoke in support of a separate bus lane along the south border of the park for buses to safely leave the parking lot without conflicts with other traffic from parents picking up students. Chair Vanderwall admitted that there were significant drainage and parking lot issues in that area, and suggested one solution may be for an underground water storage system, similar to that installed at the Rainbow on Larpenteur and Fernwood, using such a cistern system for irrigation purposes. Chair Vanderwall noted that this park was jointly owned by the School District and City, and suggested a further partnership in pursuing mitigation efforts if feasible.

Mr. Johnson noted the need for a structure on the southwest end of the parking lot as well, with a current beehive on the bottom corner where the water wants to run and the natural ditch area near the Evergreen Park field. Mr. Johnson opined that there was no lack of ways that water could be re-used for multiple purposes.

Chair Vanderwall noted the advantages of irrigating ballfields without using other water; with Mr. Johnson responding that throughout the entire drainage area there

would probably be more water available for re-use than would be used, and opined that the balancing act would be for parks to be usable but also make the best use of natural resources.

Specific to the B-Dale Club project, even though this was still in the design stages, Mr. Johnson advised that this would be a partnership with the Capitol Region Watershed District for re-use of the sewer feed through the Villa Park system; to remove pollutants currently running into McCarron's Lake.

At the request of Members, Mr. Johnson provided a definition of the "hydrodynamic separator" proposed for this project for both short- and long-term infiltration in clearing off and filtering sediments from the pipe as part of that process. Mr. Johnson advised that he would be working closely with Parks & Recreation staff to make sure as much water as possible was processed and re-used.

Mr. Johnson briefly reviewed a proposed 2015 PMP project at Victoria and County Road B for wetland clean-up with city-owned access to the filtration basin and pond; sonar data collection in cooperation with the RCD for Lake McCarron's vegetation on the west end and from Villa Park; addressing remaining Lake Owasso direct discharges, with only a handful remaining – from both private and city-owned properties – and working cooperatively with the Ramsey-Washington Metro Area Watershed District, and provided pictures of several of those direct discharges.

At the request of Chair Vanderwall, Mr. Johnson agreed to look at and add to his list the pond at Western and County Road C with four direct discharges and one direct out, all unfiltered and running fast during big storm events and containing a lot of sediment.

Mr. Johnson advised that, while Lake Owasso is not yet considered an impaired body, it is close to being designated as such.

Regarding private party best management practices (BMP's) and MS4 requirements, Mr. Johnson advised that he would be checking previous installations to ensure they continued to function as designed and that they were being properly maintained. Mr. Johnson reviewed examples of inspections, types of installation; and advised that the intent would be to map and inventory them and thereby comply with the checklist developed as part of the MS4 permit from the City's side.

Discussion ensued regarding the City's well-established Storm Water Management Fund, good relationships with area watershed districts and cooperative ventures to capture grant monies and partner with other agencies and jurisdictions to allow projects as outlined by Mr. Johnson.

Chair Vanderwall suggested that it would be beneficial for staff to develop and the PWETC to receive a Storm Sewer report, similar to the PMP, outlining an annual list of projects by priority for installation.

Mr. Culver advised that there was the potential to accomplish that, as there was a long list of potential projects and priority areas of concern; opining that there was also the potential for development of a Storm Water Capital Improvement Plan (CIP) to address those over a longer-term and plan them beyond just incorporating them into PMP and/or other projects. Mr. Culver noted that it would be beneficial to take a deliberate look at stormwater improvements, including some larger areas requiring additional planning in cooperation with watershed districts and grants in developing long-term plans.

Chair Vanderwall suggested that the scope of projects include the top ten based on the most expensive to accomplish, as well as showing the low-hanging fruit to provide an idea of the scope of outstanding issues for the City of Roseville related to storm water management.

Mr. Culver noted that Kristine Giga, Civil Engineer for the City, had a strong background in water resources, and she was well on the way to developing a list of problem areas and prioritizing them. Mr. Culver suggested that a future meeting could include an update and discussion for storm water management in subsequent years.

8. Possible Items for Next Meeting – March 25, 2014

- A review and clarification of the ownership and maintenance of water and sewer infrastructure in Roseville

Member DeBenedet requested a review and clarification of ownership and maintenance of the water and sewer infrastructure (e.g. homeowner or municipality). Member DeBenedet noted that it had long been the usual case for municipalities to build the infrastructure systems, and then the homeowner or property owner be responsible for ongoing maintenance, even though they had not involvement in its design or observation during construction to determine if it was built correctly. Member DeBenedet suggested that a discussion and review of those responsibilities would be beneficial for everyone.

Mr. Culver noted that this had also been brought up by Councilmember Etten at last night's City Council meeting. Mr. Culver noted that there were differences between cities as to whether or not the responsibility ended at the main, curb stop or property line; and advised that staff would be reviewing this more closely in the near future at an internal staff level to determine where best to start to address this issue.

Member DeBenedet noted that it could prove costly for the City, but opined that every resident was the "city," and his first reaction tonight when seeing

the map and pattern of freeze-ups was that the contractor for that area had installed the lines too shallow.

Mr. Culver expressed his hesitation in making that assumption without further investigation, even though some road projects were lowered and thereby reduced the depth. Mr. Culver confirmed that the freeze-ups were occurring under roadways, driveways or other paved surfaces; and during this episode, were happening on the long end when the water main installation was located on the other side of the road and frost going deeper given this year's ongoing cold weather. Mr. Culver noted that water mains generally were installed 10' deep, and sometimes lower and sometimes not that depth based on a variety of reasons; and further noted that it was difficult to install the service line deeper than the main, depending if the home was lower or higher than the roadway. Mr. Culver opined that there were a number of contributing factors for shallower services at a particular point along that run beyond simply assigning blame to negligence in the initial installation.

Beyond those issues, Chair Vanderwall suggested the discussion should be more general in nature to consider whether there was something fair to be done to address these unusual circumstances. Chair Vanderwall suggested that the City Attorney may want to provide his thoughts on potential liabilities as part of this discussion and how the City can strategize against future issues possibly as part of future road construction projects. Chair Vanderwall suggested that information from the League of Minnesota Cities may also be helpful as part of that discussion.

- Asset management update

Chair Vanderwall requested an update from staff on the status of the asset management data, whether fully implemented or the percentage completed to-date.

Mr. Culver noted his favorable impressions with the work done to-date in Roseville and how extensive its use was for time tracking different tasks. Mr. Culver noted the many opportunities remaining as individual assets came on line and expanding the tracking and data collection available with that software system.

- Staff Reflections on the 2013/2014 Snow Management Process

Chair Vanderwall suggested that staff may wish to provide their comments and reflections on this past winter and advise the PWETC of lessons learned for future application (e.g. ice-control storage and material availability; staffing and financial resource issues, etc.).

Mr. Culver suggested that snow control and trail maintenance be included in that discussion as well. Mr. Culver advised that, when the City ordered salt through the state contract, they were contractually obligated to take delivery

538 of 80% of that order and could take up to 120%, based on the built-in buffer.
539 When the City, and other agencies, placed their order through the State
540 contract, Mr. Culver advised that the materials were shipped on barges and
541 stored in various facilities along the river, and delivered or picked up as
542 needed. Mr. Culver noted that it was a dynamic situation at this point for who
543 got the materials first, and where they originated. Mr. Culver advised that
544 staff was also looking at a potential salt source out of Utah to be delivered by
545 train through the Dakotas. However, Mr. Culver noted that the delivery was
546 also impacted by difficulty in finding track time for delivery.
547

548 • Map of Ramsey County 2014/2015 proposed projects

549 Chair Vanderwall expressed interest in seeing this, and specifically the
550 Lexington Avenue bridge at Highway 36.
551

- 552 • Display of a sample half section of water pipe from the 2013 lining project
553 using the test product from 3M.
554

555 **9. Adjourn**

556 Member DeBenedet moved, Member Vanderwall seconded, adjournment of the
557 meeting at approximately 8:43 p.m.
558

559 **Ayes: 4**

560 **Nays: 0**

561 **Motion carried.**

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: March 25, 2014

Item No: 4

Item Description: Communication Items

Projects update:

- 2014 Sanitary Sewer Lining Project – The project was awarded to Insituform Technologies, USA, LLC. The estimate was \$945,825, and the low bid came in at \$838,270. The pre-construction meeting is scheduled for Wednesday, March 26. A project schedule is not known at this time.
- County Road B-2 Sidewalk Construction – Plans and specs were posted on line for the Best Value bidding process as part of the overall Parks and Recreation Department Parks Master Plan Renewal Program. We received two proposals. Those proposals will be scored over the next couple of weeks.
- 2014 PMP- The project has been advertised and bids will be opened on April 10th. The project now includes about 1300 feet of water main pipe bursting which is a technique that pulls a new pipe through the old pipe, essentially breaking up the old pipe in place during the process. This will occur on the 8” water main along County Road B between Haddington Road and West Snelling Service Drive as well as the 6 inch main along Haddington Road north of County Road B.
- On Thursday evening, January 23rd, Metro Transit hosted an Open House about the new proposed Bus Rapid Transit line that will run along Snelling Ave and Ford Pkwy/46th Street and ultimately connect to the Hiawatha Light Rail line (now called the Blue Line). Attached are samples of the boards that were presented to the public as well as a summary of the public comments received during the meeting. Construction is expected to begin in late 2014 with the service beginning in late 2015.
- Staff is also working on the following projects:
 - o Wheeler Avenue Traffic Management Project
 - o Twin Lakes ROW purchase
 - o 2014 drainage improvements

Maintenance Activity:

- As of March 19th, there were a total of 124 reported water service freezes. 54 were still frozen of that date. Frost depth is still reported to be in the 6 to 7 foot range.
- There were four water main breaks reported so far during the month of March.
 - o 1600 block of Millwood
 - o Long Lake Road between County Road C2 and County Road D
 - o Garden Ave at Dellwood Ave
 - o County Road B at Fernwood Ave

Attachments:

- A. 5 Year CIP Map Including Ramsey County Projects

LEGEND:
MSA Roadway

City of Roseville
Reconstruction
2014 (0 City/0 MSA)
2015 (0.09 City/1.11 MSA)
2016 (0 City/0 MSA)
2017 (0 City/0 MSA)
2018 (0 City/0 MSA)

Mill & Overlay
2014 (2.72 City/0.72 MSA)
2015 (2.00 City/1.86 MSA)
2016 (2.28 City/0.93 MSA)
2017 (0.89 City/2.00 MSA)
2018 (4.8 City/1.42 MSA)

Seal Coat
2014 (11.41 miles)

Ramsey County Reconstruction
2016
2018

Mill & Overlay
2014

Mill & Overlay
Intersection, bridge or railroad crossing improvement (year by color)

MnDOT
No projects established at this time

Other
2015 Developer

2014- 5 Year CIP Roadway With State Aid Designations

2014-
Hamline Ave at MNRR- RR Xing
County Road B2, Cleveland Ave to Fairview Ave, mill & overlay

2015-
Lexington Ave at Highway 36, inter-change reconstruction
Victoria St, County Road B to B2, sidewalk construction
County Road B2, Lexington Ave to Rice St, sidewalk construction

2016-
Rice Street, County Road B2 to C2, reconstruction
County Road C, over BNSF RR, bridge re-deck

2018-
County Road D, Cleveland Ave. to Fairview, reconstruction

ROSEVILLE
Prepared by:
Engineering Department
March 10, 2014

Data Sources and Contacts:
* Ramsey County GIS Base Map (12/03/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

DISCLAIMER:
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0 500 1000 1500 2000 Feet

mapdoc: 2014County_CityCIP.mxd
map: 2014County_CityCIP.pdf

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: March 25, 2014

Item No: 5

Item Description: Ownership of Water/Sewer Service Lateral Infrastructure

Background:

Staff will be discussing a number of weather related utility issues with the City Council on Monday March 24, 2014. One issue that has come to light with the number of frozen water lines is ownership of sewer and water laterals. Staff will be recommending to the Council that this topic should be studied in detail if they desire to revisit the ownership issue. City Code has defined the ownership from the building to the city main lies with the property owner. Staff will update the Commission on the status of this item from the preceding night's council meeting.

Recommended Action:

None

Attachments:

A. None

B.

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: March 25, 2014

Item No: 6

Item Description: Stormwater Credit Policy

Background:

The purpose of the Stormwater Credit Program is to encourage city property owners to manage rainwater in ways that help deal with problems arising from stormwater runoff in an urban environment. In Roseville, the large amount of impervious surfaces such as asphalt, concrete, roofs, sidewalks, etc., stop stormwater from naturally absorbing into the ground. The runoff from these areas transports pollutants like phosphorus, nitrogen, heavy metals, petrochemicals, fertilizer, pet waste and other common chemicals to receiving bodies of water and is a major source of water pollution in urban areas. In an urban environment, the amount of impervious area on a property is the most significant factor affecting the quality and quantity of stormwater runoff. By using stormwater Best Management Practices (BMPs) property owners can partially duplicate the effect of the open areas and wetlands that provided natural drainage prior to urbanization.

Recommended Action:

Staff recommends the Council establish a Stormwater Fee Credit Policy

Attachments:

- A. Stormwater Credit Presentation
- B. Stormwater Credit Policy

Roseville Public Works Environment & Transportation Commission

Ryan Johnson
Environmental Specialist

25.Mar.14

2014 Stormwater Utility Fee Schedule

Category	Quarterly Rate	
Commercial & Industrial	\$181.10	Rate Per Acre
Multi Family & Churches	\$90.50	Rate Per Acre
Schools & Community Centers	\$45.30	Rate Per Acre
Parks	\$27.20	Rate Per Acre
Cemeteries & Golf Courses	\$9.10	Rate Per Acre
Single Family	\$11.70	Rate per lot

Stormwater Utility Fee Credit



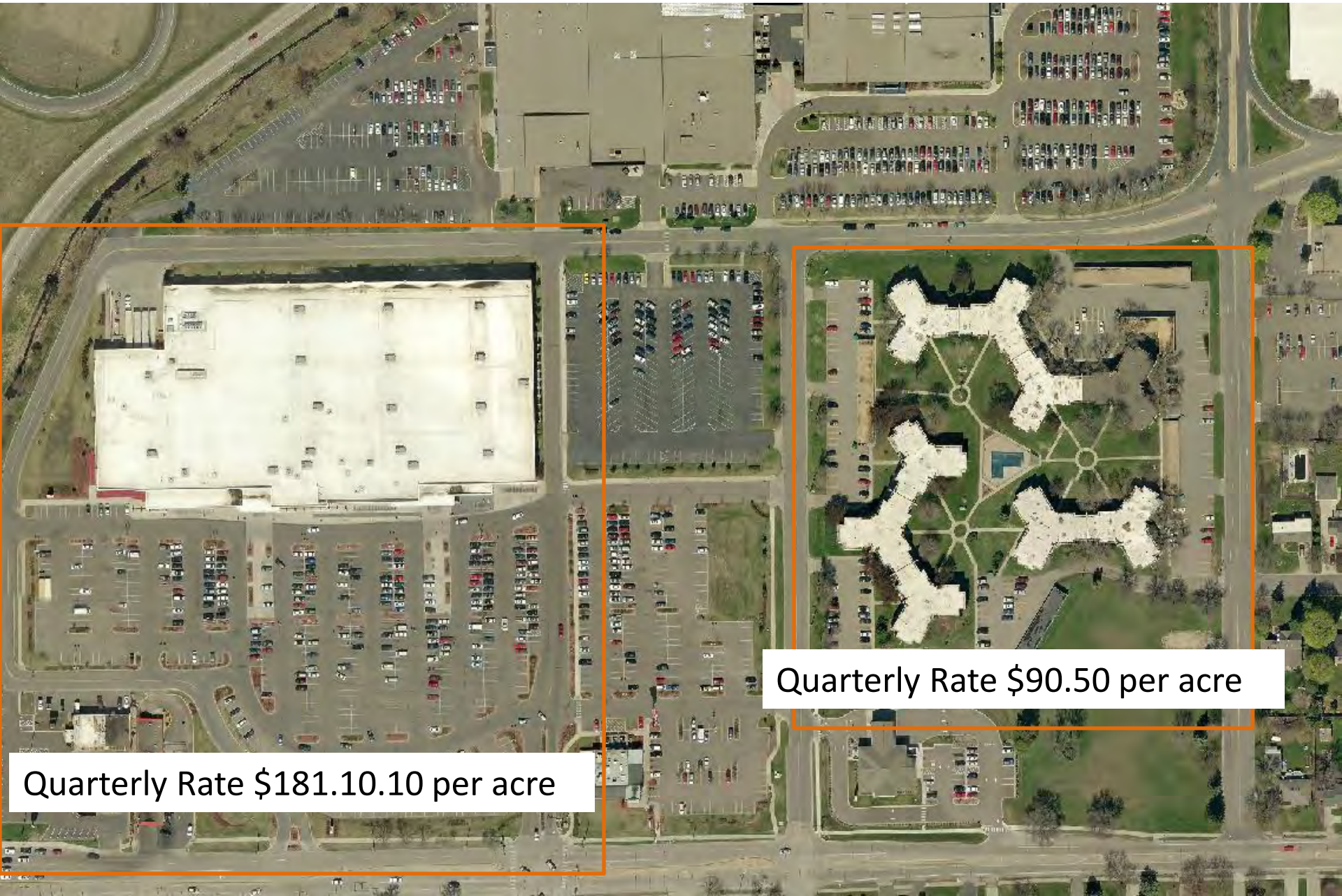
Quarterly Rate \$11.70 per lot

Stormwater Utility Fee Credit

An aerial photograph of a golf course. A large, dark, irregularly shaped pond occupies the left side of the image. To the right of the pond is a green golf course with several fairways and green areas. A road runs along the top and bottom of the image. On the left, there is a parking lot and a building. On the right, there is a parking lot and a building. The text "Quarterly Rate \$9.10 per acre" is overlaid on the bottom left of the image.

Quarterly Rate \$9.10 per acre

Stormwater Utility Fee Credit



Quarterly Rate \$181.10.10 per acre

Quarterly Rate \$90.50 per acre

Stormwater Utility Fee Credit



Quarterly Rate \$181.10.10 per acre

Proposed Stormwater Utility Fee Credits

- Goal: Encourage property owners to manage stormwater on site to help manage the problems arising from runoff in an urban environment
- Eligible practices are: raingardens, porous driveways, dry wells, infiltration trenches, etc.
- The city stormwater fee will be a minimum of: 50% on residential properties & 25% on industrial/commercial properties
- Credits would be eligible on the areas that are being captured, not total property area
- Not eligible on Permitted or Required Practices
- Property owner must maintain and certify the project is still functioning as designed

Proposed Residential Stormwater Utility Fee Credits

- Credit given for capturing a minimum percentage of impervious surface

Annual Stormwater Fee		\$46.80	
Impervious Area Treated	Credit %	Annual Fee Reduction	New Annual Stormwater Fee
25%	12.5%	\$5.85	\$40.95
50%	25%	\$11.70	\$35.10
75%	37.5%	\$17.55	\$29.25
100%	50%	\$23.40	\$23.40

Stormwater Utility Fee Credit Residential Example





Commercial and Industrial

- 25% Fee Credit for capturing the 10 year (4.2") rain event
- 75% Fee Credit for capturing the 100 year (7.4") rain event

- Current annual charge for 51.4 acres: \$37,227
- Treating runoff from 17.9 acres (annual charge on 17.9 acres = \$12,9567)
- 10yr: 25% reduction = \$3,239
- 100yr: 75% reduction = \$9,717
- New Annual Fee after 100yr credit from treating 17.9 acres = \$27,509

A photograph of a wooden bench in a snowy landscape. The bench is covered in a thick layer of snow and is positioned in the foreground. In the background, there is a frozen pond or lake, surrounded by snow-covered trees and bushes. The scene is peaceful and wintry.

Questions

Commercial & Industrial Stormwater Credit Program DRAFT ver2

Purpose:

The purpose of the Stormwater Credit Program is to encourage city property owners to manage rainwater in ways that help deal with problems arising from stormwater runoff in an urban environment. In Roseville, the large amount of impervious surfaces such as asphalt, concrete, roofs, sidewalks, etc., stop stormwater from naturally absorbing into the ground. The runoff from these areas transports pollutants like phosphorus, nitrogen, heavy metals, petrochemicals, fertilizer, pet waste and other common chemicals to receiving bodies of water and is a major source of water pollution in urban areas. In an urban environment, the amount of impervious area on a property is the most significant factor affecting the quality and quantity of stormwater runoff. By using stormwater Best Management Practices (BMPs) property owners can partially duplicate the effect of the open areas and wetlands that provided natural drainage prior to urbanization.

The program offers Commercial & Industrial Property Owners credits based on the targeted rainfall volumes that can be kept on site. The credit will be based on capturing a 10 year (4.2") or 100 year (7.4") Type II rain event from the desired drainage area. Only the drainage area that is treated will be eligible for credit. This program does not provide credits for practices that are required by a permit. Practices that go above and beyond the permit are eligible for stormwater credits. Property owners that receive cost share funding from a watershed district, state agency, etc., are eligible for the stormwater credit program.

Below is a partial list of stormwater BMPs approved for use in the Stormwater Credits Program:

Raingardens, pervious pavers, wet ponds, dry wells, sand filters, filter strips, infiltration trenches, green roofs

The installed BMP's will be certified by the property owner, or agent of the property owner, to show that the BMP is still functioning as designed. Certification will need to be provided, at a minimum, every 5 years after the city has approved the project.

Commercial & Industrial

Property owners can reduce a percentage of their annual stormwater fee by capturing these targeted rain events:

10 year, 4.2" event will reduce the annual fee by 25%

100 year, 7.4" event will reduce the annual fee by 75%

Example:

In 2014, a 50 acre industrial site is treating rainfall from 17 acres of their site with no discharge to the city storm sewer system. The annual stormwater fee for the 50 acre property is \$36,220. Below is the breakdown of the annual reduction in stormwater fees depending on the rainfall that is captured from the 17 acres that is being captured:

Stormwater Credit	% Reduction	\$ Reduction
10 year (4.2")	25%	\$3,078.70
100 year (7.4")	75%	\$9,236.10

Purpose:

The purpose of the Stormwater Credit Program is to encourage city property owners to manage rainwater in ways that help deal with problems arising from stormwater runoff in an urban environment. In Roseville, the large amount of impervious surfaces such as asphalt, concrete, roofs, sidewalks, etc., stop stormwater from naturally absorbing into the ground. The runoff from these areas transports pollutants like phosphorus, nitrogen, heavy metals, petrochemicals, fertilizer, pet waste and other common chemicals to receiving bodies of water and this is a major source of water pollution in urban areas. In an urban environment, the amount of impervious area on a property is the most significant factor affecting the quality and quantity of stormwater runoff. By using stormwater Best Management Practices (BMPs) property owners can partially duplicate the effect of the open areas and wetlands that provided natural drainage prior to urbanization.

The program offers Residential Property owners up to a 50% credit to their annual stormwater fee based on the percentage of their impervious surface they disconnect from the city infrastructure based on the volume from a 1" rainfall. Only the drainage area that is treated will be eligible for credit. This program does not provide credits for practices that are required by a permit. Practices that go above and beyond the permit are eligible for stormwater credits. Property owners that receive cost share funding from a watershed district, state agency, etc., are eligible for the stormwater credit program.

Below is a partial list of stormwater BMPs approved for use in the Stormwater Credits Program:

Raingardens, pervious pavers, wet ponds, dry wells, sand filters, filter strips, infiltration trenches, green roofs

The installed BMP's will be certified by the property owner, or agent of the property owner, to show that the BMP is still functioning as designed. Certification will need to be provided, at a minimum, every 5 years after the city has approved the project.

Example: In 2014, a single family residential property has an annual stormwater fee of \$46.80. The property owner adds a raingarden sized to capture the volume from a 1" rainfall. The amount of impervious area they treat as a percentage of their property will dictate the stormwater credit they will receive annually. Below is the breakdown based on the percent of impervious area they capture:

Annual Stormwater Fee		\$46.80	
Impervious Area Treated	Credit %	Annual Fee Reduction	New Annual Stormwater Fee
25%	12.5%	\$5.85	\$40.95
50%	25%	\$11.70	\$35.10
75%	37.5%	\$17.55	\$29.25
100%	50%	\$23.40	\$23.40

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: March 25, 2014

Item No: 7

Item Description: Update on Recycling for Business/Institutions

Background:

Currently there is interest from multiple churches and one small business for recycling. These properties have been using the blue recycling bins through the Roseville system for the past three years, while not paying the quarterly fee. To expand the service to these interested properties, the city will have to create a recycling fee schedule based on volume and composition percentage. Currently recycling for small businesses and institutions has been left up to the property owner to select on the free market.

Each of the interested properties understand that they weren't being charged in the old system, and now they will be charged on their utility bill like all other properties receiving this service. There were no objections about the potential cost, and they liked the additional choice this provided them.

Recommended Action:

Staff recommends the Council review and provide feedback on expanding the current recycling services to businesses and institutions.

Attachments:

- A. Recycling Expansion Memo
- B. Recycling Category Schedule

Goal: Expand City Recycling Services to interested Institutions and Small Businesses on a voluntary basis.

Background:

Currently there is interest from multiple churches and one small business for recycling. These properties have been using the blue recycling bins through the Roseville system for the past three years, while not paying the quarterly fee. To expand the service to these interested properties, the city will have to create a recycling fee schedule based on volume and composition percentage. Currently recycling for small businesses and institutions has been left up to the property owner to select on the free market.

Each of the interested properties understand that they weren't being charged in the old system, and now they will be charged on their utility bill like all other properties receiving this service. There were no objections about the potential cost, and they liked the additional choice this provided them.

Moving Forward:

Eureka will drop off carts free of charge to the property owners that are interested, after the city gives Eureka the go-ahead that the property has been added into system for billing. Currently we have 9,611 residential units (single family) at a rate of \$2.22/month. For each property, Eureka will add one more unit to the list and charge us the same \$2.22 rate for properties that have roughly the same composition percentage and volume as a single family unit. The interested properties referenced above would fit under this single family rate.

Utility billing has been approached about this expansion and does not see any issue with adding the recycling fee to interested property owners.

Further Expansion:

Eureka suggested that if Roseville wants to expand its services further, the city should put together a list of institutional and small business categories such as: churches with no schools; churches with schools; small business hair salon; small business bar; etc. This list would be sent to Eureka's leadership team to determine a fair market cost to pick up these different categories since they will have different volumes and weights (example: a bar will have more bottles and the weight will be much different than the plastic bottles at a hair salon). A draft list of institutions and business are attached. The list was created using Roseville's City Code, and also by adding in additional properties as needed.

Recommendation:

For the initial interested properties, their recycling volume and composition percentage is in line with an average residential lot, so the city should charge them \$5.00 per quarter and have Eureka deliver them a 96 gallon cart.

Work with the Public Works Commission, City Council, and Eureka Recycling to finalize the recycling fee schedule so it can be offered city wide to interested property owners.

Office Uses

Clinic, medical, dental or optical
Office
Office showroom
Retail, general and personal service*

Commercial Uses

Animal boarding, kennel/day care
Animal hospital, veterinary clinic
Bank, financial institution
Brewery, Tap Room
Club or lodge, private
Day care center
Grocery store
Health club, fitness center
Learning studio (martial arts, visual/performing arts)
Liquor store
Lodging: hotel, motel
Mini-storage
Mortuary, funeral home
Motor fuel sales (gas station)
Motor vehicle dealer (new vehicles)
Motor vehicle rental/leasing
Motor vehicle repair, auto body shop
Movie theater, cinema
Parking
Pawn shop
Restaurant, Bar
Restaurant, Fast Food
Restaurant, Traditional
Salon, Spa

Residential Family Living

Community residential facility, state licensed, serving 7-16 persons
Dormitory
Dwelling unit, accessory
Dwelling, multi-family (3-8 units per building)
Dwelling, multi-family (8 or more units per building)
Dwelling, multi-family (upper stories in mixed-use building)
Dwelling, one-family attached (townhome, rowhouse)
Live-work unit
Nursing home, assisted living facility
Residential - Group Living

Civic and Institutional Uses

College or post-secondary school, office-based
College, or post-secondary school, campus
Community center, library, municipal building
Essential services
Government office
Library
Multi-purpose recreation facility, public
Museum, cultural center
Park-and-ride facility
Place of assembly
School, elementary or secondary
Theater, performing arts center
Transit center
Utilities and Transportation

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: March 25, 2014

Item No: 8

Item Description: Staff Update on 2013/2014 Snow Management Process

Background:

Staff would like to update the Commission on some of the challenges and costs of the 2013/2014 winter season snow and ice control program. It has been a difficult winter season by any measure. Attached you will find a summary of ice control purchases for the season contained in a memo to the City Manager earlier this month. We will have an updated summary of the number of events to date (the season is ongoing) for your meeting.

Recommended Action:

None

Attachments:

- A. State Contract Ice Control Materials Purchasing memo
- B.



Public Works Department/Engineering

Memo

To: Pat Trudgeon, City Manager
From: Duane Schwartz, Public Works Director
Date: 3/19/2014
Re: State Contract Ice Control Materials Purchasing

The city has been purchasing ice control materials on the State of Minnesota joint purchasing contract for 25 plus years. This contract requires jurisdictions purchasing off this contract to commit to an amount of salt or materials for the following winter season prior to going to bid. The request for amounts usually occurs in April or May. The state contract is structured so once you commit to your tonnage you are required to take delivery of a minimum of 80% of the commitment and you would also be guaranteed to have 120% of your commitment available for purchase. This has worked well for the city for the past 25 years with most years falling within the range of material available. Our past average seasonal usage has been the benchmark from which to order salt from this contract in addition to our operational goals. Statewide stockpiling of these materials seasonally is based on this state contract as most jurisdictions purchase through it. Salt is typically brought in on barges and stockpiled in the summer months for the following season as it does not keep well and can be an environmental hazard. The total amount available in Minnesota for the following season is typically related to 120% of the amount committed to in the state contract and typical private usage commitments.

The 2014 Street budget included \$78,500 for ice control material. The 2013-2014 base request for salt from the state contract was 1000 ton. We exercised our additional 20% option in January once it became apparent the season was extraordinary. Staff began searching for additional ice control material on January 21, 2014. At that time vendors would not commit to additional deliveries until all contracts were committed to the 120% option. Staff continued to call regularly with limited success for other ice control products. Staff has secured additional products on a hit and miss basis. These products are outside of state contract. Several times these orders have fallen through due to over commitment by vendors. To date we have expended \$113,691 for ice control materials for the season.

This winter was non typical in that this sustained cold weather rarely occurs. We usually get help especially in mid to late February with warming temperatures and plentiful sunshine. This has not occurred this season along with an unusually high number of events. Attached is some additional information staff has put together regarding ice control products and efforts this season.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: March 25, 2014

Item No: 10

Item Description: Look Ahead Agenda Items/ Next Meeting April 22, 2014

Suggested Items:

- Stenlund Capstone presentation
- Asset Management update
-
-
-

Recommended Action:

Set preliminary agenda items for the April 22, 2014 Public Works, Environment & Transportation Commission meeting.