



CITY OF MARSHALL
Public Improvement & Transportation
Committee
A g e n d a
Tuesday, October 24, 2023 at 4:00 PM
344 W. Main St., City Hall

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) Consider Approval of the Minutes

NEW BUSINESS

- [2.](#) Project ST-010: Lyon Circle Reconstruction Project
- [3.](#) Project ST-012-2024: South Whitney Street Reconstruction Project (E College Dr to Jean Ave)

ADJOURN

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Chair
Meeting Date:	Tuesday, October 24, 2023
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider Approval of the Minutes
Background Information:	Enclosed are the minutes from the previous meeting.
Fiscal Impact:	
Alternative/ Variations:	Staff encourages Members to provide any suggested corrections to the minutes in writing to City Clerk, Steven Anderson, prior to the meeting.
Recommendations:	That the minutes from the previous meeting be approved as filed with each member and that the reading of the same be waived.

-UNAPPROVED-

MINUTES
PUBLIC IMPROVEMENT/TRANSPORTATION COMMITTEE MEETING
September 26, 2023
4:00 PM

MEMBERS PRESENT: Schafer, Lozinski, Alcorn
MEMBERS ABSENT: None
STAFF PRESENT: Director of Public Works/City Engineer Jason Anderson,
Assistant City Engineer Eric Hanson, City Administrator Hanson, Parks Superintendent
Preston Stensrud, Director of Administrative Services E.J. Moberg
OTHERS PRESENT: Councilmember Schroeder

Call to Order.

Schafer called the meeting to order at 4:00 pm.

1. Approval of the Minutes.

MOTION BY LOZINSKI, SECONDED BY ALCORN to approve the minutes of the August 14, 2023 Public Improvement/Transportation Committee meeting. ALL VOTED IN FAVOR. MOTION PASSED 3:0.

2. Project PK-012: East Lyon Street Trail – Proposed Plan and Design.

The E. Lyon Street Trail project is a proposed project to install 8 to 10 feet wide concrete trail from E. Main Street to Jewett Street. All property owners along the route of the proposed E. Lyon Street Trail project have been mailed an invitation to this Public Improvement/Transportation (PI/T) Committee meeting. The property owners have been invited to this meeting to view the proposed project and offer their perspective regarding the proposed alignment and design considerations for the project.

The proposed alignment for the E. Lyon Street trail is identified in the included exhibits. Where possible, the trail is installed in a manner that provides for a minimum 5-FT grass boulevard area between the trail and the street curb. City staff is identifying an 8-FT wide trail in these areas to create the space needed for a grass boulevard. Between E Street and Nuese Lane, City staff is proposing to shift the street curb line to the north by 6-17 feet (varies) to accommodate the 8-FT trail in the right of way in a manner that minimizes the impact to the adjacent properties. The trail is proposed at 10-FT wide as it progresses to the east through Independence Park and it stays at that width to Jewett Street.

The project was awarded Transportation Alternatives (TA) Grant funds for 2026. The TA Grant is an 80-20 grant to match program that provides funds for pedestrian and bike facilities, historic preservation, Safe Routes to School, and more. The City Council authorized staff to submit application for TA Grant funds at their January 11, 2022 City Council meeting. The City has recent history with this funding source; the 2022 “RRFB project”, Project ST-006 School Pedestrian Crossing Signage and Improvements Project was completed using this funding source. In addition, the 2025 C Street-Southview Trail Project is also funded through a TA Grant.

The project cost is estimated at \$743,400 at this time. This is a preliminary estimate, and the cost will be better identified as staff works through a more detailed project design. The TA Grant is \$605,276 with the remaining project costs being the local share. The estimated \$138,124 of local costs are proposed to be paid through the City’s Municipal State Aid Street account.

Chairman Schafer opened up the meeting to input and/or questions from the public in attendance. The following questions and comments from the public in attendance were addressed by the Committee and/or City staff.

- Are we going to lose any parking along the street?
- Is the bike path currently on both sides of the street?
- What kind of material will be used? Will it be completely removed or reused?
- Do you have a pedestrian traffic studies or data that would support the need?
- What are we fixing? How many kids walk to school instead of bike?
- Are there police reports/safety reports?
- Are the grants taxpayer money?
- E Lyon to Bruce is really busy during school hours and would not be wise to encourage people to bike down because not a safe intersection.
- Concern of losing mature trees.
- This trail is not the same as Saratoga as a lot of that runs through backyards and not front yards like our front-yard neighborhood.
- Would this lower property values?
- Used to have pedestrian crossing and safety and do not have access to cross-need to go up to Main Street.
- Traffic goes very fast on Lyon Street. Lozinski indicated that street width makes people be more aware and slows traffic.
- Schafer noted Saratoga crossing and J-Turn and progress forward and commitment to connectivity.
- Use of Independence up and still need to cross Bruce/Lyon but not actually stopping traffic problem, and this exacerbates what is already a problem.
- Intersection E Lyon/Bruce – going to change intersection?
- Really do appreciate your priority for connectivity, but I can't walk around the block because there's no sidewalks but I have a sidewalk in front of my house, but I can't go to Nuese no sidewalk, I can't go to Parkside no sidewalk, I can't go to Horizon no sidewalk, I can't go down G Street no sidewalk, and there is no sidewalk connectivity.
- All City sidewalks are in public right-of-way. Schafer gave historical information on sidewalks. Lozinski indicated sidewalks are being added on projects and smartizing streets.
- Schafer commented good sidewalks make good neighborhoods and good neighborhoods make good communities.
- Loss of Holy Redeemer greenspace?
- Does City have policy on the motorized scooters?
- What is the timeline for construction?
- Proud to live in a representative democracy. A survey of the course to give us some quantitative and qualitative data both on the use of the improvement and statistics making it safer and also just who does this represent?
- Connectivity for both pedestrian and bike traffic. Two schools and premier/principal park is probably the most statistical sell with safe foot and bike traffic.
- Will maintenance be an issue? Snow removal on weekends?
- What do neighbors want?
- Signage or maps along trail?
- Surveys that were talked about-we are all in favor of safety and parks and trails, but when comes to our own property and changing property values is a valid concern.
- Data on valuation?
- It would not be difficult too terribly difficult to provide survey to just those properties in the area.

Following input from the public in attendance, Schafer thanked members of the audience for taking the time to be here, for the solid input, it's very appreciated, and know that they are being heard and please continue to do that, because that is what makes these the best projects that we can do.

MOTION BY LOZINSKI, SECONDED BY ALCORN to recommend approval of the provided layout and general design and continue to move forward with the project including the dialogue with and input from the affected property owners. ALL VOTED IN FAVOR. MOTION PASSED 3:0.

3. Project ST-034: Intersection Control Evaluation (ICE) for Intersection of Susan Drive and US 59 Frontage Road.

The intersection of Susan Drive just east of US 59/Main Street is an important and busy intersection in our community. The intersection is quite wide and there are numerous travel lanes designated on each leg of the intersection. The intersection is further troubled by the “free” movements into the intersection coming off Main Street.

The City Engineering Department has been interested in seeking proposals from a consulting engineering firm to help analyze the intersection and to perform an Intersection Control Evaluation (ICE). The purpose of the evaluation will be to recommend geometric solutions for this intersection that improve traffic flow and safety for all users of the intersection. Staff budgeted \$30,000 for this work in the 2023 engineering budget.

At the August 14, 2023 meeting of the Public Improvement/Transportation Committee, City staff received concurrence from the PI/T Committee to seek proposals from engineering consultants to perform and ICE and to offer some design options for geometric improvement at the intersection to help improve traffic flow and safety for all users of the intersection.

On September 15th, proposals were received from SEH and Bolton & Menk to perform this work. The proposals were sent to members of the PI/T Committee for review as well. After review and grading, the highest scoring and lowest cost proposal was submitted by Bolton & Menk in the amount of \$33,773.85. Staff is looking for consultation with the PI/T Committee regarding these proposals.

The Engineering Department budget includes \$30,000 for this work. The low proposal was submitted in the amount of \$33,773.85.

Anderson presented the item and inquired to ensure Committee members received proposals. Lozinski indicated his support of B&M and Anderson confirmed.

MOTION BY LOZINSKI, SECONDED BY ALCORN to recommend that the Public Improvement/Transportation Committee recommended to Council to award the proposal for the Intersection Control Evaluation (ICE) for Intersection of Susan Drive and US 59 Frontage Road to Bolton & Menk, Inc. of Mankato, Minnesota, in the amount of \$33,773.85. ALL VOTED IN FAVOR. MOTION PASSED 3:0.

Other Business.

None.

Adjourn.

MOTION BY SCHAFFER, SECONDED BY LOZINSKI to adjourn the meeting. ALL VOTED IN FAVOR. MOTION PASSED 3:0. Meeting adjourned at 5:03 pm.

Respectfully submitted,
Lona Rae Konold, Administrative Assistant



PI/T COMMITTEE – 10/24/2023 AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Tuesday, October 24, 2023
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Project ST-010: Lyon Circle Reconstruction Project
Background Information:	<p>The project is proposed to include the complete reconstruction of the road and curb and gutter. The newly constructed road will be narrower than the current circle, a reflection of the very low traffic demand for the dead-end circle. In addition, sanitary sewer will be replaced and the water main in the circle will be extended to the end of the circle and a fire hydrant will be added to the dead end.</p> <p>This item was previously presented at the 02/14/2023 PI/T meeting, and Resolution 23-011, the “Resolution Ordering Preparation of Feasibility Report on Improvement” was adopted at the 02/14/2023 City Council meeting.</p> <p>This project is being brought forward again for discussion with PI/T. City staff is looking for direction regarding this project.</p>
Fiscal Impact:	<p>The project is identified in our 2024 CIP at a total cost of approximately \$282,000.</p> <p>All improvements are proposed to 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 participation. Final approval of the project must include determination of funding sources.</p>
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the PI/T recommend approval of the provided layout and general design and continue to move forward with the project.

State Of Minnesota City of Marshall, Minnesota Project Number ST-010

Construction Plans for Sanitary Sewer, Watermain, Storm Sewer,
Grading, Curb and Gutter, Bituminous Surfacing, and Misc. Work for

Lyon Circle
SECTION 10 T111N, R41W



LEGEND

ALIGNMENT STATIONS	—
EXISTING GAS LINE	—
EXISTING COMMUNICATION LINE	—
EXISTING FIBER LINE	— FIB — FIB —
EXISTING UNDERGROUND POWER	—
EXISTING STREET LIGHT	⊙
EXISTING CATCH BASIN	□
EXISTING STORM MANHOLE	⊙
EXISTING SANITARY MANHOLE	⊙
EXISTING HYDRANT	⊙
EXISTING WATER VALVE	⊙
NEW CATCH BASIN	□
NEW HYDRANT	⊙
NEW WATER VALVE	⊙
NEW SANITARY MANHOLE	⊙
NEW STORM MANHOLE	⊙
BENCHMARK TOP NUT HYDRANT	⊙

SPECIFICATION REFERENCE

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

THE CITY OF MARSHALL STANDARD SPECIFICATIONS AND SPECIAL PROVISIONS.

PROJECT LENGTH

GROSS LENGTH STREET #1	173	FEET	003	MILES
EXCEPTIONS	0	FEET	0.00	MILES
NET LENGTH	173	FEET	0.03	MILES

DESIGN DATA

DESIGN SPEED 30 MPH

STOPPING SIGHT DISTANCE BASED ON
3.5' HEIGHT OF EYE
0.5' HEIGHT OF OBJECT

SCALES

PLAN	1"=40'
PROFILE	1"=5'
INDEX MAP	1"=100'
GENERAL LAYOUT	1"=20'

INDEX

SHEET NO.	DESCRIPTION
1	Title Sheet
2	Estimated Quantity Sheet
3	Construction Notes Sheet
4	Typical Section Sheet
5	Construction Detail Sheet
6-7	SWPPP Sheet
8	Removal Sheet
9	Utility Plan & Profile Sheet
10	Surfacing Plan & Profile Sheet

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSE PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

APPROVED: CITY ENGINEER, MARSHALL MINNESOTA DATE: REG NO 53322

APPROVED: MARSHALL MUNICIPAL UTILITIES DATE:

DESIGNED BY: JRL	DATE	REVISIONS	INIT.
Item 2.			
SCALE: N/A			



ENGINEERING DEPARTMENT
344 WEST MAIN STREET
MARSHALL, MINNESOTA
58258

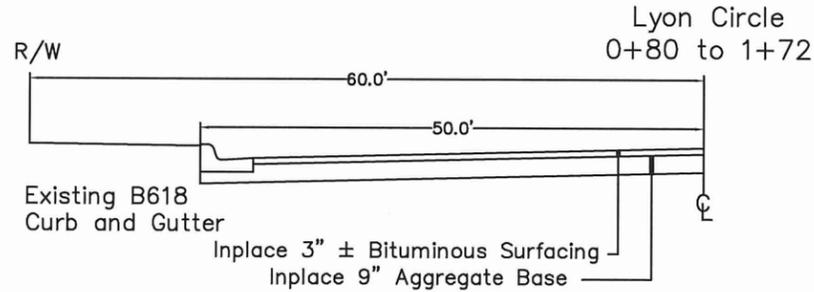
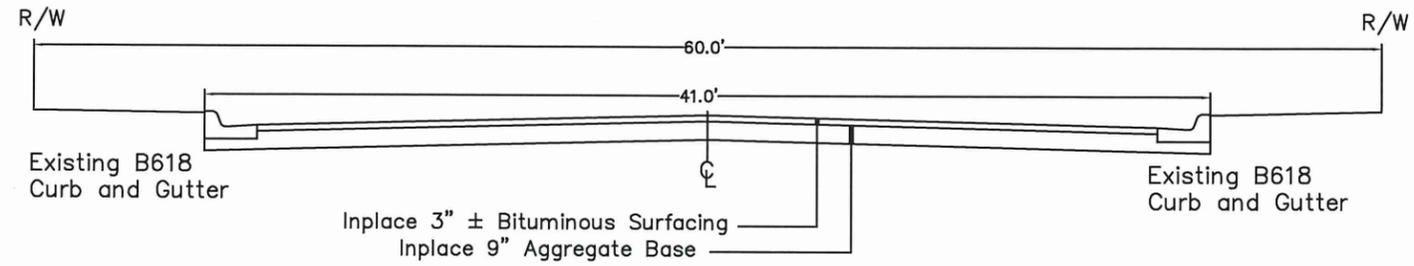
LYON CIRCLE
TITLE SHEET

CITY PROJECT NO.
ST-010
STATE AID PROJECT NO.

DATE
02/01/2023
SHEET NO.
Page 7
1 OF 10

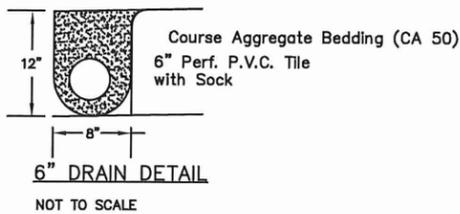
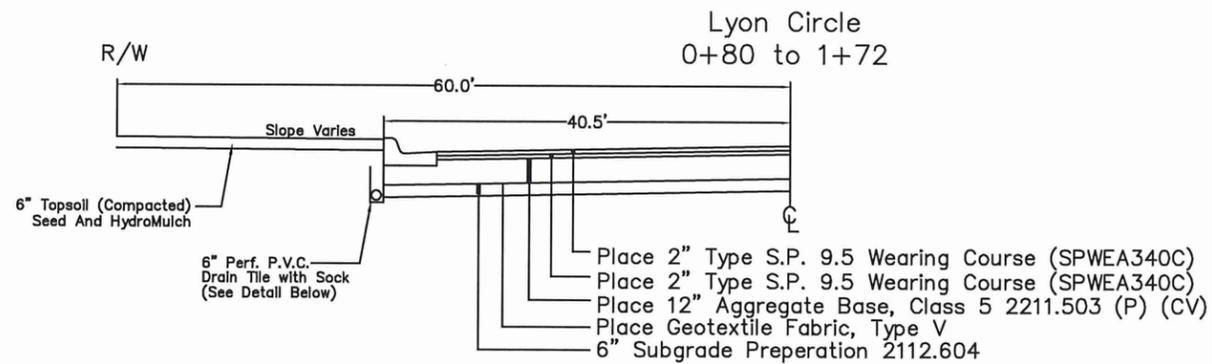
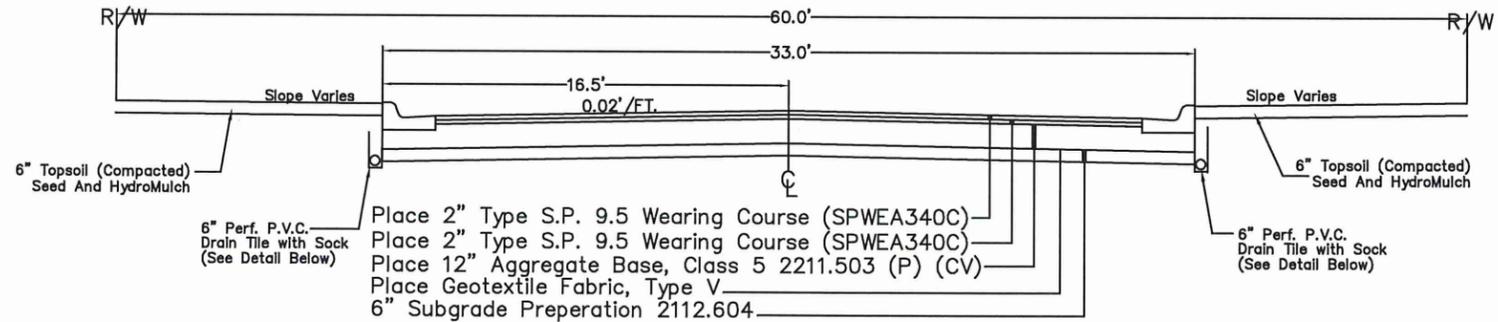
Existing Typical Section

Lyon Circle
0+00 to 0+80



Proposed Typical Section

Lyon Circle
0+00 to 0+80



Not to Scale

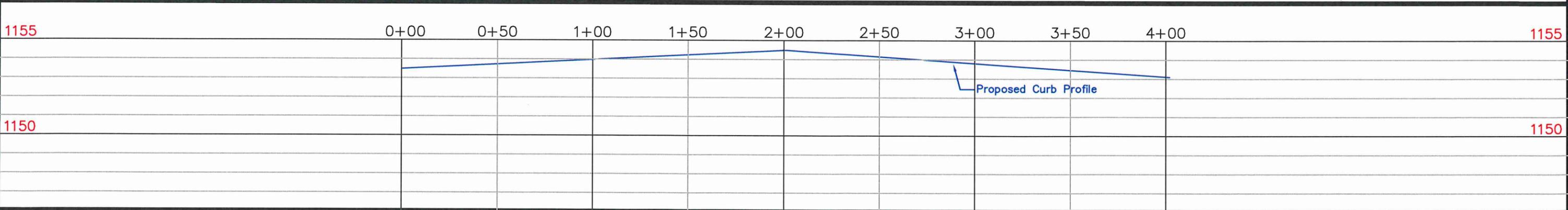
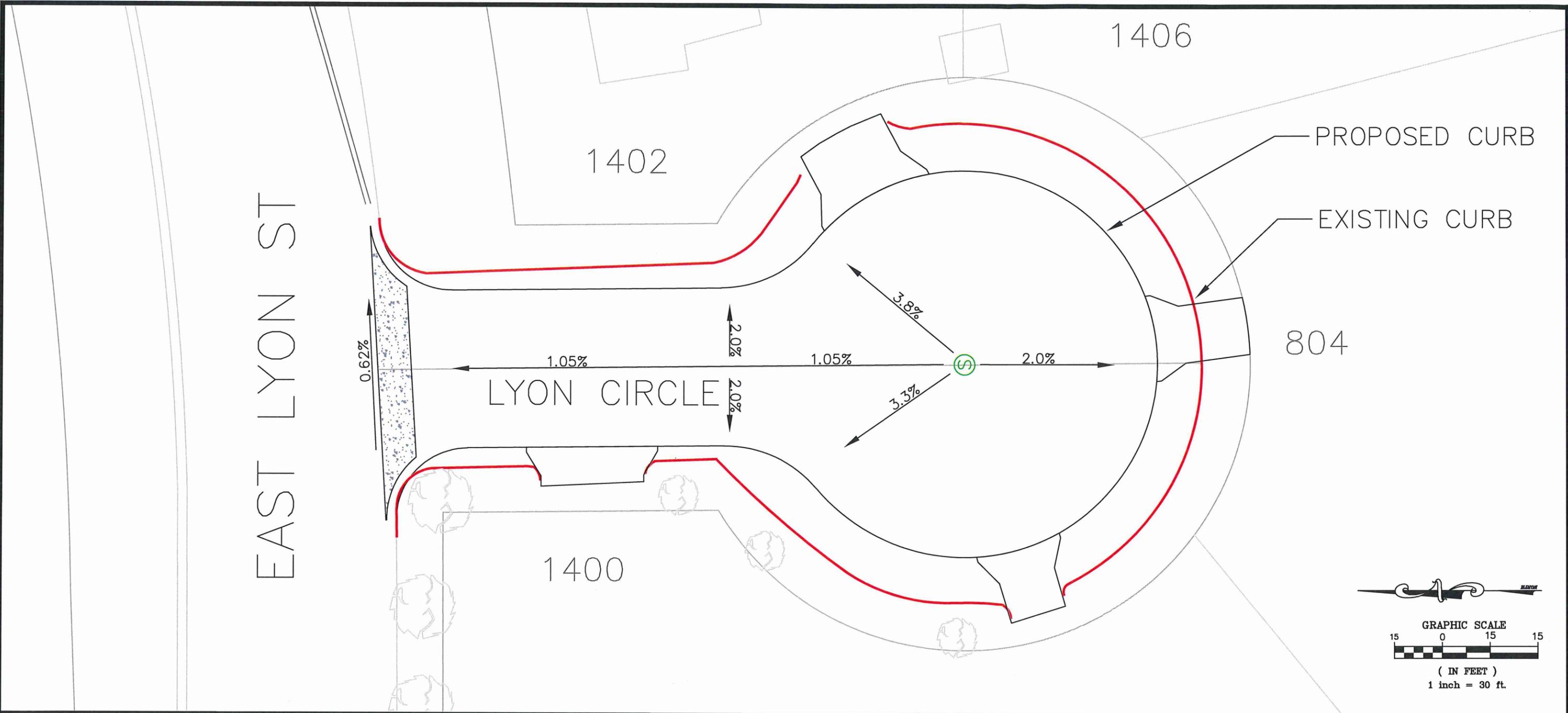
DESIGNED BY: JRL	DATE	REVISIONS	INIT.
DRAWN BY: JRL			
Item 2.			
SCALE: N/A			

MARSHALL ENGINEERING DEPARTMENT
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258

LYON CIRCLE
TYPICAL SECTION

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 ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: 02/01/2023 LICENSE NO. 53322

CITY PROJECT NO. ST-010
STATE AID PROJECT NO.
DATE 02/01/2023
SHEET 4 OF 10
Page 8

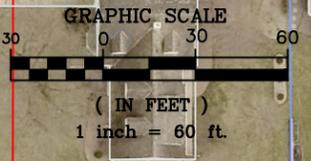
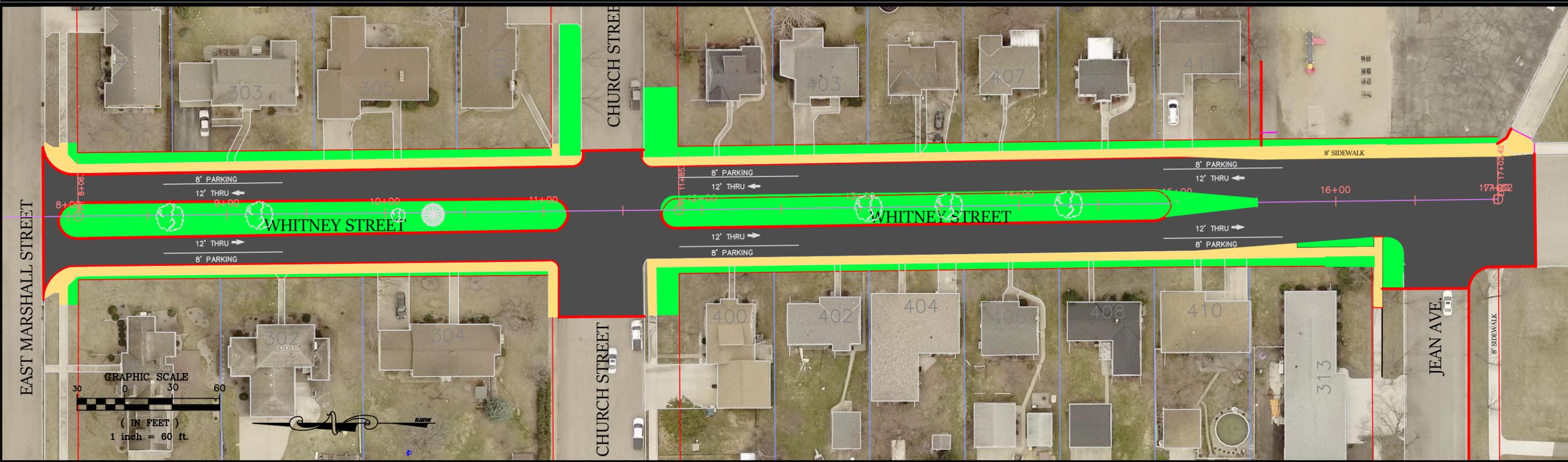
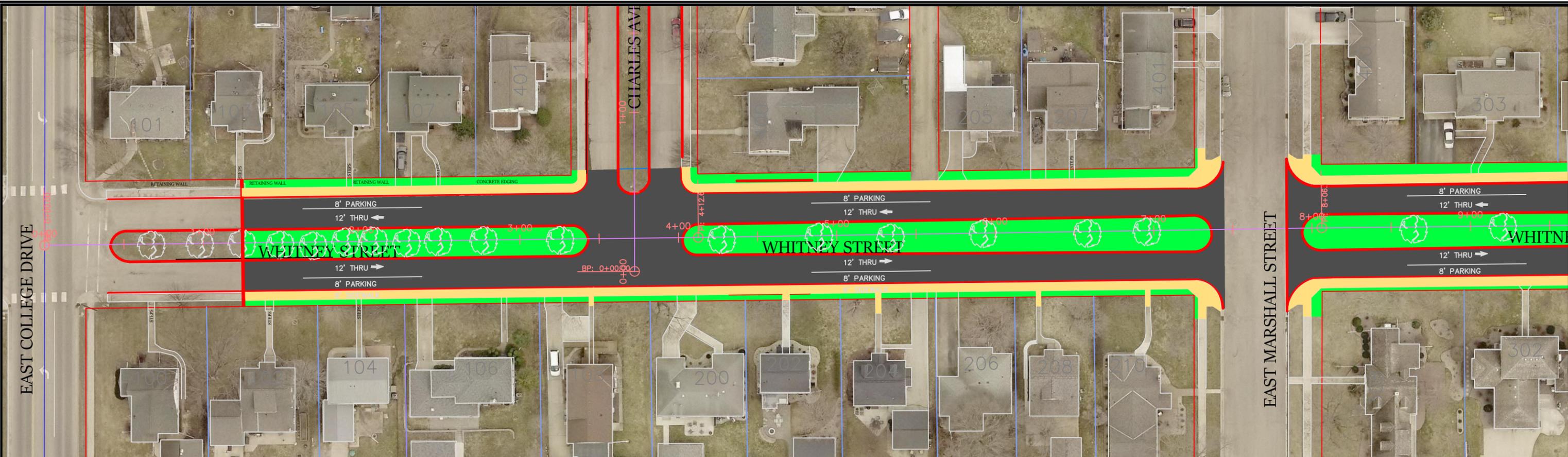


DESIGNED BY: JRL	DATE	REVISIONS	INIT.		ENGINEERING DEPARTMENT 344 WEST MAIN STREET MARSHALL, MINNESOTA 56258	LYON CIRCLE Plan & Profile	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA. DATE: 02/01/2023 LICENSE NO.: 53322	CITY PROJECT NO. ST-010	DATE 02/01/2023
DRAWN BY: JRL Item 2.								STATE AID PROJECT NO.	SHEET 10 OF 10

SCALE: 1"=20'

PI/T COMMITTEE – 10/24/2023
AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Tuesday, October 24, 2023
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Project ST-012-2024: South Whitney Street Reconstruction Project (E College Dr to Jean Ave)
Background Information:	<p>This project consists of: reconstruction of the sidewalk, roadways and utility replacement on South Whitney Street from East College Drive to Jean Avenue. All public utilities will be replaced, including watermain, sanitary sewer, and storm sewer on South Whitney Street. Other items of work included in this project are pavement removal, aggregate base, bituminous surfacing, sidewalks, curb and gutter, and other minor work.</p> <p>This item has been placed on the 10/24/2023 City Council meeting for consideration of “Resolution Ordering Preparation of Report on Improvement”.</p> <p>Included in the PI/T packet for review and discussion is the proposed typical sections and the proposed project area. The street section is proposed to go back in largely the same manner as the existing condition. City staff is proposing 12-FT travel lanes with 8-FT parking lanes. Sidewalk is proposed at 6-FT wide, an increase in width from the 5-FT walk in place today. To accommodate the wider walk, staff would propose a reduction in median width by 1-FT on each side of the median. The wider walk is proposed due to the sidewalk being installed at the back of the curb.</p> <p>Lastly, staff is likely going to consider a B418 curb on the home side, and a D418 curb on the median side. The “B” curb is a traditional curb and gutter, the difference being a 4” high curb instead of a typical 6” high curb. The “D” curb is a rollover type of curb and is being proposed in the median area to help with snow removal operations in the event that a plow must travel around a parked car.</p>
Fiscal Impact:	<p>Phase I-2024 of the project is identified in our 2024 CIP at a total cost of approximately \$2,507,000.</p> <p>All improvements are proposed to 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 participation. Final approval of the project must include determination of funding sources.</p>
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the PI/T recommend approval of the provided layout and general design and continue to move forward with the project.



DESIGNED BY:	DATE	REVISIONS	INIT.
DRAWN BY: G.J.S.			
AP: Item 3, J.R.A.			
SCALE: 1"=50'			


ENGINEERING DEPARTMENT
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258
MARSHALL

WHITNEY STREET

 PROJECT AREA SHEET

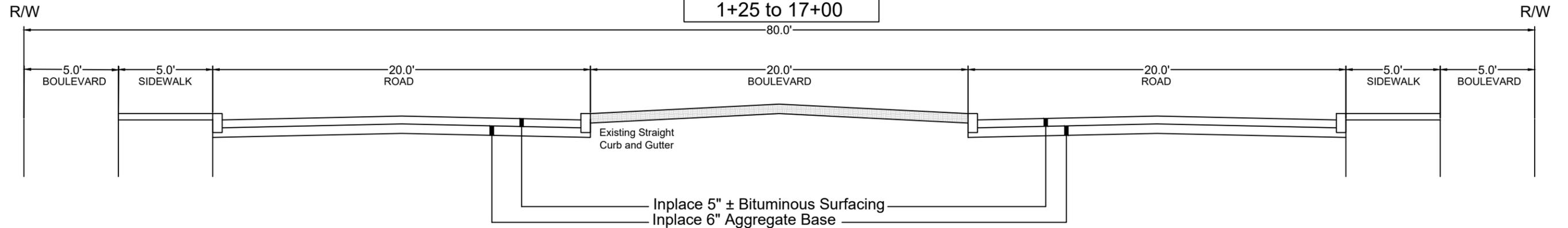
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 DATE _____ LICENSE NO. **53322**

CITY PROJECT NO. ST-012	DATE 10/17/2023
STATE AID PROJECT NO. NA	Page 11

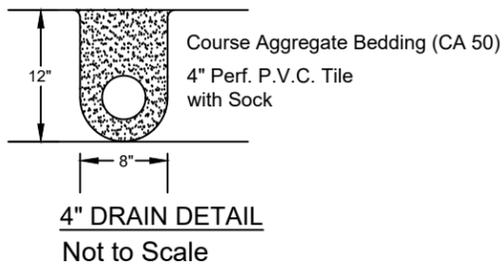
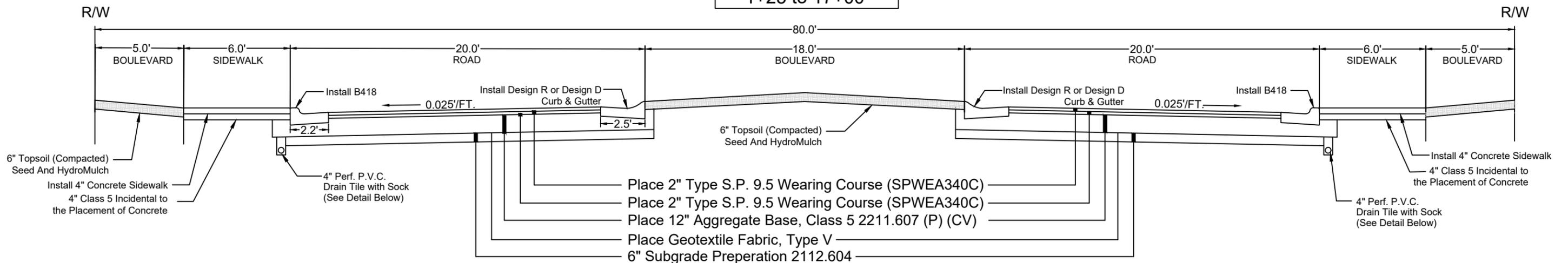
Existing Typical Section

South Whitney Street
1+25 to 17+00



Proposed Typical Section

South Whitney Street
1+25 to 17+00



DESIGNED BY: GJS	DATE	REVISIONS	INIT.
DRAWN BY: GJS			
AP: Item 3, JRA			
SCALE: NA			



ENGINEERING DEPARTMENT
344 WEST MAIN STREET
MARSHALL, MINNESOTA
56258

SOUTH WHITNEY RECONSTRUCTION

EXISTING & PROPOSED TYPICAL SECTIONS

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 ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE _____ LICENSE NO. 53322

CITY PROJECT NO. ST-012	DATE 10/06/2023
STATE AID PROJECT NO. NA	Page 12