

Street / Sidewalks/ Yard Waste Committee
Streets/Sidewalks/Yard Waste
Vergas Event Center and Zoom Id number 267-094-2170 (password
56587)
10:00 AM on Monday, June 17, 2024

1. Call to Order

2. Agenda Additions or Deletions

3. Minutes

April 29, 2024

4. Street

- A. W. Lake Street
- B. E Lake Street
- C. N. Railway Ave
- D. W. Sunset Strip
- E. Extension of Glen Street
- F. Scharf Ave and Dianne Ave Slope

5. Paving

Engineer Survey and feasibility report - \$3,000 with the amount deducted from design costs.
Estimate it would be about \$3000 for the preliminary work as discussed, and probably another
\$11,000 for the plans/specs/bidding work, \$14,000 total.

6. Yard Waste

Request for 1 day permits

7. Ordinance Updates

8. Budget- goal setting

A 5 Year Budget

9. Adjournment

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3. Minutes

April 29, 2024

Files Attached

- 04.29.24 SSYW minutes copy.pdf

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Government Services Center
April 29, 2024

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Monday, April 29, 2024 at 2:00 PM at the Vergas Government Services Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Julie Lammers, City Clerk; Blane Green, Widseth; and Mike DuFrane, Utility Superintendent. Albright called the meeting to order at 1:50 PM.

2.) Agenda Additions/Deletions. Albright wanted to add discussions with the Railroad.
Approved.

3.) Minutes for the 04/02/24 SSYW Committee meeting was presented. **Motion** by Pinke to approve, **seconded** by Albright, **approved**.

4.) Street Lighting. Lammers questioned the next move regarding Main Street (ST) lighting? Albright said the information was furnished to the Community Club, and he gave a copy of everything pertinent to Main ST to Vanessa Perry. We can continue to work with them as to when they would like to discuss this issue further.

Lammers said someone needs to let Keith Bunkowske, Keilley Shores - Phase III, know about the City's decision to install 3 of the espanalde lights per the engineering recommendation for his subdivision. Albright will contact him.

5.) Streets. A. - West (W) Lake ST. The 2024 Legislators are looking this session at adding funding to the Local Road Improvement Program (LRIP). It's still unclear whether new funding will require a new application, or they will just extend these funds to those next in line on the current application process. We are the second in line. DuFrane said Don Schroder is installing an approach off W. Lake ST for the Lawrence Lake Acres Subdivision. At the the same time, he will cleanup some of the extra gravel and the ditch in this area.

The SSYW Committee still needs to meet with Candor Township on this proposed road project. Lammers furnished the phone numbers of the Supervisors. Problem is, they meet the same night as the Vergas City Council. Albright will contact them.

5B.) East (E) Lake ST. The City is still waiting for the draft easement documents from the Attorney. Right-of-Way (R/W) is also needed from North (N) Railway Avenue (AVE) for this project.

5D.) W Sunset Strip. Basically were waiting for okays from Garrett Dahlgren and Heath Courynea to continue with the R/W acquisition for this roadway. Albright can talk with both of them.

5E.) Glenn ST. DuFrane has received some complaints regarding dust control on that portion of Glenn ST that is currently a city street. The new portion in Lawrence Lake Acres is not a city street yet, as it is not finished. It still needs another layer of gravel and the ditches and work areas need to be seeded. Last fall, Albright had contacted Fergus Power Pump, who can apply an 18' wide pass of sodium chloride for \$1 per foot. Lammers said some landowners have asked when Glenn ST will be paved? They would need to petition and it would require 35% of the landowners to sign. Albright said the segment of roadway needing dust control is about 200 yards. DuFrane said Stenger out of Frazee does this work, he will get a price from

him. DuFrane cautioned that if we do dust control here, others may want it. Albright felt we needed to review each request independently.

5F.) Dianne and Scharf AVE Slope Repairs. DuFrane has Lloyd Feldt lined up to do the work, but we still need an easement signed by Lee Dahlgren. DuFrane felt if we weren't ready when Feldt was, we could get delayed until this fall or beyond.

6.) Alley Paving. A year ago, Widseth looked at the area of the new parking lot, behind the liquor store, and the alley between 1ST AVE and S Railway AVE. He has calculated paving areas for the various regions. At the last SSW meeting, the Committee discussed needing elevations and a grading plan for this entire area. Lammers said Hanson's Plumbing and Heating are also interested in paving their parking lot east of the old county garage site. Green said Phase I would include a topographical survey of the entire area, and an updated grading plan and feasibility report for paving this area. This is estimated to cost \$3,000. This cost would be deducted from Phase II, if the City choose to precede to plans, specifications and bidding. Estimated to cost \$11,000 with the \$3,000 deduction. **Motion** by Pinke to recommend to Council to proceed with Phase I. **Seconded** by Albright. **Approved.** Widseth would like to survey the area at the same time they finish up the storm sewer work.

7.) Yard Waste. Lammers said to date, 102 permits have been issued. DuFrane continues to work with Otter Tail County on getting the recycling site graveled. DuFrane has purchased move concrete barriers from Kost (\$125/each).

8.) Ordinance Updates. Albright has finished Chapter 70, Traffic Regulations, with only one minor change. He still needs to review Chapter 72, Snowmobiles and Chapter 73, Recreational and Other Vehicles.

9.) Budget - Goal Setting. Albright thought we should get a few of the projects done that have been on our agenda for quite some time.

10.) Railroad Crossing. On April 3, 2024, there was a meeting with the Mayor, Lammers, Albright, and Krysten Foster, County Engineer, Otter Tail County. Numerous complaints have been filed over the years about delays caused by the Railroad on the Main ST crossing. Some of these delays, lasting hours. Foster said she would try and arrange a meeting with Railroad officials. She will keep the City posted.

13.) Next Meeting. A date for the next SSW Committee meeting was not scheduled at this time. Committee members should check their schedules and get back to Lammers. She felt we should meet fairly soon. Albright said he will be traveling May 17 - June 4, 2024 for his son's wedding in Rome.

11.) Adjournment. Albright adjourned the meeting at 3:00 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- approve Phase I engineering for alley/parking lots.

Follow up Actions:

- Continue to work on budgets, and future road funding needs.
- Continue to work on City parking, Work on handicap parking spots.

- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Continue to work with the Community Club on possible lighting changes for Main ST.
- Research options for W Lake ST funding. R/W acquisition.
- Status of E Lake ST and N Railway AVE R/W acquisition. Finish process.
- Meet with Garrett Dahlgren/Heath Courynea regarding W Sunset Strip R/W.
- Finalize plans for parking lot, alley, and liquor store paving, funding options.
- Finish slope work on Scharf AVE and Dianne AVE.
- Gravel for recycling site lot. Work with County.

Future Meeting Agenda Items:

- none, at this time.

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Files Attached

- 1 EXHIBIT-June-6-24.pdf
- City Center Parking Lot 6-6-24.pdf



Legend

- EXISTING BITUMINOUS
- EXISTING CONCRETE
- EXISTING AGGREGATE
- PROPOSED BITUMINOUS
- ADDITIONAL PROPOSED BITUMINOUS ALTERNATE
- PROPOSED CONCRETE
- PROPOSED CONCRETE CURB AND GUTTER
- PROPOSED RC STORM SEWER PIPE

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

BY: [Signature]

DATE: [Blank]

REVISIONS DESCRIPTION: [Blank]

DATE: [Blank]

REV# [Blank]

MONTH, YEAR AS SHOWN: [Blank]

SCALE: [Blank]

DRAWN BY: JJK

CHECKED BY: BNG

JOB NUMBER: 2024-10827

CITY CENTER PARKING LOT IMPROVEMENTS
CITY OF VERGAS
VERGAS, MN.

EXHIBIT

1

Preliminary Engineer's Estimate

City Center Parking Lot

City of Vergas

June 7, 2024

J:\City of Vergas-47174\2024-10827\Calculations\[City Center Parking Lot 6-6-24.xlsx]Sheet1

WIDSETH

Item #	Item Description	Unit	Unit Price	City		Hanson		Bruhn		Total	
				3.5" Bit, 8" Class 5		3.5" Bit, 8" Class 5		3.5" Bit, 8" Class 5			
				Quantity	Cost	Quantity	Cost	Quantity	Cost	Quantity	Cost
1	Mobilization	LS	\$10,000.00	0.8	\$8,000.00	0.1	\$1,000.00	0.1	\$1,000.00	1	\$10,000.00
2	Remove Catch Basin	EA	\$300.00	2	\$600.00					2	\$600.00
3	Remove Bituminous Pavement	SY	\$5.00	2039	\$10,195.00	591	\$2,955.00	215	\$1,075.00	2845	\$14,225.00
4	Sawing Bituminous Pavement (Full Depth)	LF	\$2.00	165	\$330.00					165	\$330.00
5	Common Excavation	CY	\$15.00	651	\$9,765.00	189	\$2,835.00	69	\$1,035.00	909	\$13,635.00
6	Aggregate Base Class 5 (CV)	CY	\$25.00	453	\$11,325.00	131	\$3,275.00	48	\$1,200.00	632	\$15,800.00
7	Type SP 12.5 Wearing Course Mixture (3,C)	TON	\$95.00	431	\$40,945.00	125	\$11,875.00	45	\$4,275.00	601	\$57,095.00
8	6" Concrete Driveway Pavement	SY	\$85.00	94	\$7,990.00					94	\$7,990.00
9	12" RC Pipe Sewer Design 3006 Class III	LF	\$65.00	85	\$5,525.00					85	\$5,525.00
10	Construct Drainage Structure Design G	EA	\$4,250.00	2	\$8,500.00					2	\$8,500.00
11	Connect to Existing Storm Sewer	EA	\$1,000.00	1	\$1,000.00					1	\$1,000.00
12	Concrete Curb and Gutter Desgin B618	LF	\$25.00	53	\$1,325.00	145	\$3,625.00			198	\$4,950.00
13	Erosion Control	LS	\$1,000.00	0.8	\$800.00	0.1	\$100.00	0.1	\$100.00	1	\$1,000.00
14	Striping	LS	\$2,000.00	1	\$2,000.00					1	\$2,000.00
15	Traffic Control	LS	\$1,500.00	0.8	\$1,200.00	0.1	\$150.00	0.1	\$150.00	1	\$1,500.00

Estimated Construction Costs	\$109,500.00	\$25,815.00	\$8,835.00	\$144,150.00
5% Contingency	\$5,475.00	\$1,290.75	\$441.75	\$7,207.50
Plans, Specifications, Bidding, and Construction Admin	\$15,100.00			\$15,100.00
Construction Engineering, Staking, and Observation	\$15,100.00			\$15,100.00
Estimated Total	\$145,175.00	\$27,105.75	\$9,276.75	\$181,557.50

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9. Budget- goal setting

A 5 Year Budget