



**BOLTON
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MEMORANDUM

Date: June 30, 2021
To: City of Baxter City Council/City of Baxter Utility Commission
From: Pete Lemke
Subject: 2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements
City of Baxter
Municipal Project No.: 4121
BMI Project No. T42.120675

Background

On February 18, 2020, the City of Baxter selected Bolton & Menk to develop plans and implement the 2021 Inglewood Drive Railway Crossing and Associated Roadway Improvements (Inglewood Drive) project. The project is focused on the relocation of the Knollwood Drive traffic signal and railroad crossing to Inglewood Drive, pavement rehabilitation on Foley Road, public utility improvements, and an improved configuration for the Forthun Road and Isle Drive intersection. On June 2, 2020, the city moved to delay project funding in construction until 2022 due to difficulty in collecting traffic count data, COVID-19, TH 210 Corridor Study recommendations and others. The revised schedule is agency coordination, design, and final plans in late 2020-mid 2021 and construction in 2022. The project team has now referred the project name as “2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project”. Bolton & Menk’s role includes providing monthly update memorandums to the City Council, Utilities Commission, and staff.

On February 22, 2022 we restarted project work towards the desired 2022 construction. With the approximate 9-month project delay (June 2020 – February 2021) we understand this is an aggressive schedule with external control points (e.g. BNSF Coordination) within our influence but ultimately out of our control. The decision to restart the project is based on 1) having the findings and recommendations coming out of the TH 210 Corridor Study as presented at the February 18, 2022 PMT meeting allowing us to confidently move forward with project development for the right solution and 2) the need to move forward in anticipation of a 2022 construction.

Project Update as of June 30, 2021

Staff Updates

On June 25, 2021, consultant Project Manager submitted his resignation from Bolton & Menk and his last day will be July 2, 2021. Bolton & Menk staff are working to identify Pete’s replacement and hope to have that person identified and working on the project by the week of July 5, 2021. Derek Arens, Design Engineer and Engineer of Record for the project and the overall design team will remain on the project. Derek and the design team are continuing to work on project development and agency coordination.

Name: Trevor Walter
Date: 6/30/2021
Page: 2

With Derek and the design team remaining on the project, we are planning for a seamless transition as much as possible with bringing Pete's replacement onto the project.

On July 2, 2021 staff will be meeting with Pete and others Bolton & Menk staff to discuss staffing and ensure as much as possible, a seamless transition.

Agency Coordination

During June 2021, staff coordinated with MnDOT District 3 and MnDOT Central Office on geometrics and alternatives for a Reduced Conflict Intersection (RCI) on Highway 210 at Knollwood Drive.

On June 25, 2021, project staff met with Kelvin Howieson and Luke Wehseler/MnDOT District 3 to discuss coordination for the development of a standard Reduced Conflict Intersection (RCI) traffic control for the Highway 210 at Knollwood Drive intersection.

On June 25, 2021, project staff met with representatives from BNSF, Benesch Associates (railway engineers), and the MnDOT Rail Office for continued coordination on the railway crossing and to participate in a pre-meeting for the upcoming BNSF Field Diagnostic meeting.

On June 29, 2021, project staff met with representatives from BNSF, Benesch Associates (railway engineers) and the MnDOT Rail Office for continued coordination on the railway crossing and to participate in the BNSF Field Diagnostic meeting. This meeting is required by the BNSF and allows the project team to move forward with continued design and railway coordination. It also builds off the layout consensus milestone from the City Council on May 4, 2021.

Design

The design team refined the layout presented for council consensus at the April 6, 2021 and May 4, 2021 City Council Workshops to show the roundabout on Forthun Road at Isle Drive and refinements along Highway 210 based on coordination with MnDOT and direction from City Council.

At the June 15, 2021 City Council meeting, the Council approved the Glory Road Isle Drive ICE Report amendment. On June 29, 2021, staff set up traffic count video cameras at the intersection to collect turning movement counts and pedestrian and bicycle counts.

Project Development

On June 25, 2021, staff mailed out invitations for the upcoming July 8, 2021 project Open House in the Council Chambers at City Hall.

On Friday June 18, 2021 staff sent the draft Intersection Control Evaluation (ICE) Report for Highway 210 at Inglewood Drive to MnDOT District 3 for their review, comment, and approval.

On Friday June 18, 2021 staff sent the project layout to MnDOT District 3 for their review, comment, and approval.

FINANCIAL IMPLICATION

None.

Name: Trevor Walter
Date: 6/30/2021
Page: 3

As stated in the past few updates following the decision to delay the project, an amendment to the project scope and consultant budget is still a likely possibility dependent on the influence from the TH 210 Transportation Study recommendations, geometric alternative selected, utility alternative selected, and extended project schedule.

STAFF RECOMMENDATIONS

Staff recommendation: Accept the 2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project Monthly Update

COUNCIL ACTION REQUESTED

MOTION to: Accept the 2022 Inglewood Drive Railway Crossing and Associated Roadway Improvements Project Monthly Update