Public Works Committee Meeting Agenda June 13, 2022 5:30 p.m. Fillmore Conference Room – Thurber Building

- 1. June 13, 2022 / 5:30 p.m. Fillmore Conference Room Thurber Community Building
- 2. Mountain Biking Update Gavin Carr
- 3. Consider request of resident to purchase city property.
- 4. EV Charger Update Marty Walsh
- 5. Consider parking request by Growers Market
- 6. Consider banner cable across Main Street

Members Present: Councilor Paul Novotny. Members Absent: Councilor Mike Urban.

Others Present: Craig Britton, Brian Burkholder & Joel Young.

City Engineer Report: Britton reported that he had talked with Osseo Construction to ensure that they were willing to remove certain aspects from the project to make the project more affordable. This removes approximately \$170,000 of improvements to the Old Territorial Road reservoir and reduced the mobilization costs. Based on this work, Britton recommended that the contract be awarded to Osseo.

Growers' Market Parking Request: The committee discussed the request of the growers market to reserve three parking spaces on Third Street, from 2:00 – 6:00 p.m., with a 15-minute parking limit. Public Works would make up the signs and the growers' market would be responsible for putting up and taking down the signs. The committee expressed concerns about possibly displacing others who park in that location for other reasons.

Consider request to close 5th Street: The committee agreed to recommend that one-half block of 5th street be closed, just north of Twiford Street, to accommodate the needs of the construction at the art center.

Public Works Staffing: Six people had been interviewed and Burkholder recommends hiring Ryan Nosbisch and Gage Bartels for the summer help position and he suggested that David Sladek be hired to fill in when needed. Kevin Koch is recommended to be hired for the full seasonal position. Recommend approval.

Sewer Back-up Report: Burkholder reported that a house on North Main Street has suffered a second sewer back up this year. When opening the Main, a lot of rags and a large rock was found in the sewer main. Burkholder said that he asked the owner to provide receipts for expenses and proof of insurance decisions. This matter will be revisited when more information is submitted.

Banner Cable across Main Street: The committee reviewed information from St. Charles. They paid \$16,000 for the pole plus the cost of installing the pole with 4' x 4' concrete and re-rod.

Logging on Enterprise Drive: No new information was available.

MEMO

From: Gavin M. Carr *GC* To: The City Council

Subject: Changes on the New Property

There are some changes that I would like to make to the new property. Here I will explain them.

Trails

Thank you guys so much for allowing us the new property to bike on. Me and my friend have been on it and it is a great place to mountain bike. Unfortunately, the ground on the property is very rough and full of gopher holes and I was wondering if we could get permission to build smooth paths and trails to bike on. These would be simple with no obstacles for a start so that people are way less likely to get hurt. These could be done by me and my friends so that we don't have to gather volunteers yet.

Fence

Currently there is a barbed wire fence around the property making it very difficult to get us and our bikes in and out of the property. I would request that a designated section of barbed wire could be cut out, and an entrance formed.

<u>Signs</u>

I would love to put up different signs that help people know about the trails. Here are a few suggestions.

- 1. A rule sign by the entrance stating the rules and to enter at your own risk and we are not liable for injury.
- 2. Signs at the head of trails stating its difficulty in mountain bike fashion with the designated colors and shapes for different difficulties.

These are the changes I would like to make at this meeting if possible. Thank you for your time. Thanks,

Gavin Carr

From: Planning Dept

To: Joel Young; Brian Burkholder; Chris Giesen
Cc: Craig Britton

Subject: FW: City Outlot Purchase/Request
Date: Thursday, May 26, 2022 3:21:14 PM

Attachments: image002.png

Hello Gentlemen,

See the email below. I am not sure I am the right person to respond to this. Any insight or direction would be appreciated.

Thanks Logan



Logan D. Tjossem, AICP

Zoning Administrator and City Planner 507-867-1519

Chatfield MINNESOTA

21 Second Street SE, Chatfield, MN 55923

507-867-3810

From: Chatfield, MN <noreply@ci.chatfield.mn.us>

Sent: Friday, May 20, 2022 12:33 PM

To: Planning Dept <chatplanningdept@ci.chatfield.mn.us>

Subject: City Outlot Purchase/Request

Message submitted from the <Chatfield, MN> website.

Site Visitor Name: Jared Halloran
Site Visitor Email: halloran.jared@gmail.com

Good afternoon, Logan.

I would like to make a formal request to purchase some additional land located behind my house from the City. There is an outlot behind my house that I have been maintaining since moving into our home at 550 Donegal Ln SE a few years ago. I can send you a picture to make my request easier to understand showing current property lines.

If I were to have more control of the land (mainly the wooded area) my objective would be to clean up the underbrush (left side of the picture) and continue to maintain the open lot to give my children area to play, explore, and grow. It's really a beautiful area back and there and because of the trees/hillside, it is really only usable by me. I cannot stress enough that this is not a fiscally motivated decision, in fact, it would increase my property taxes so the economic benefit would be that of the City's.

For background - I made a similar request when we first moved in and I was denied because of Retention Pond Maintenance by the city but now that the development is starting to fill up on Amco Ln, I would like the request to be formally addressed again to see if there is still that need.

If you have some time to meet either at my property so we can see it in person or at your office, I would greatly appreciate the chance to discuss this with you. Thanks for your time!



City of Chatfield

Thurber Community Center • Chatfield Municipal Building 21 Second Street Southeast• Chatfield, Minnesota 55923 • 507-867-3810 www.ci.chatfield.mn.us

MEMORANDUM

TO: PUBLIC WORKS COMMITTEE

FROM: CRAIG BRITTON

SUBJECT: REQUEST BY JARED HALLORAN TO PURCHASE CITY OWNED PROPERTY

DATE: JUNE 8, 2022

CC: CITY CLERK, JOEL YOUNG

SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

Action Requested: Provide input on Jared Halloran's request to purchase City owned property adjacent to the Halloran property on the north side of Donegal Lane.

Background: The City received an email from Jared Halloran on May 20th where he requested to purchase City owned property adjacent to and north of their property at 550 Donegal Lane. The property Mr. Halloran referenced is Outlot B of the Fingerson & Donahue First Subdivision. Below is the email request from Mr. Halloran.

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If I were to have more control of the land (mainly the wooded area) my objective would be to clean up the underbrush (left side of the picture) and continue to maintain the open lot to give my children area to play, explore, and grow. It's really a beautiful area back and there and because of the trees/hillside, it is really only usable by me. I cannot stress enough that this is not a fiscally motivated decision, in fact, it would increase my property taxes so the economic benefit would be that of the City's.

For background - I made a similar request when we first moved in and I was denied because of Retention Pond Maintenance by the city but now that the development is starting to fill up on Amco Ln, I would like the request to be formally addressed again to see if there is still that need.

If you have some time to meet either at my property so we can see it in person or at your office, I would greatly appreciate the chance to discuss this with you. Thanks for your time!

City staff has not recently met with Mr. Halloran to run through the specifics of his request, however our presumption is that he's requesting to purchase only a portion of Outlot B. There is an existing stormwater pond on the north side of Outlot B that must be maintained. If the selling of property to the Halloran's is considered, access to the remaining City owned property should be considered.

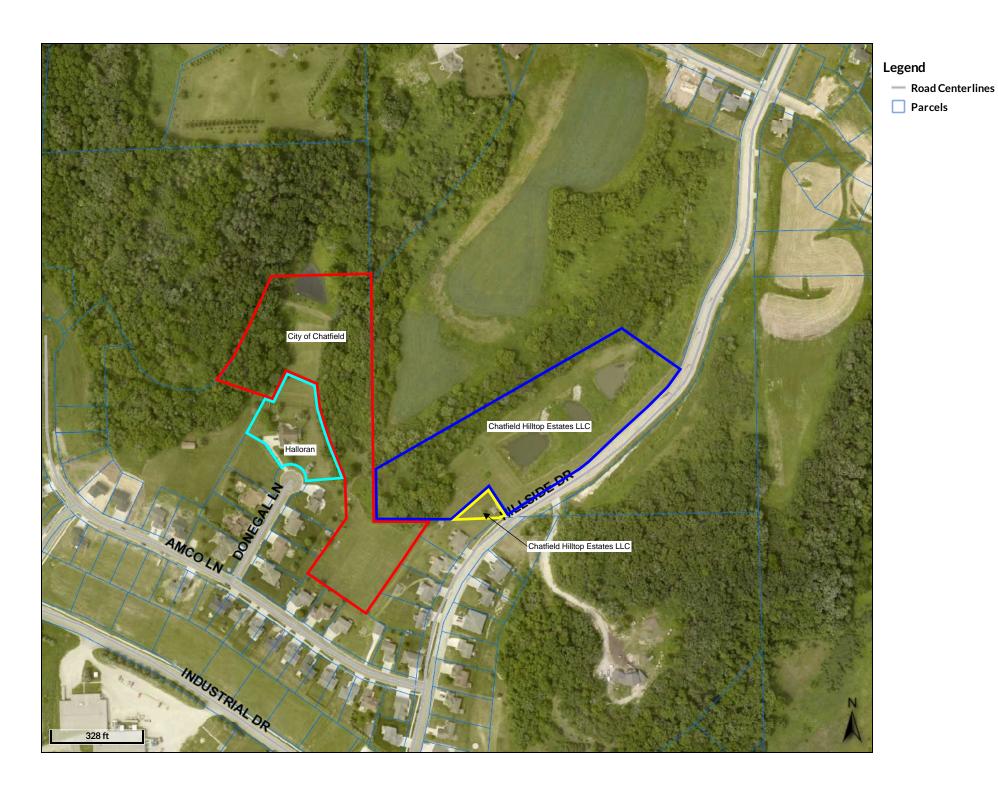
Another item of note is that it does not appear that the entire stormwater pond is on the City owned parcel. Therefore, it may be best to discuss options of obtaining property so that the entire stormwater pond is located on City land.

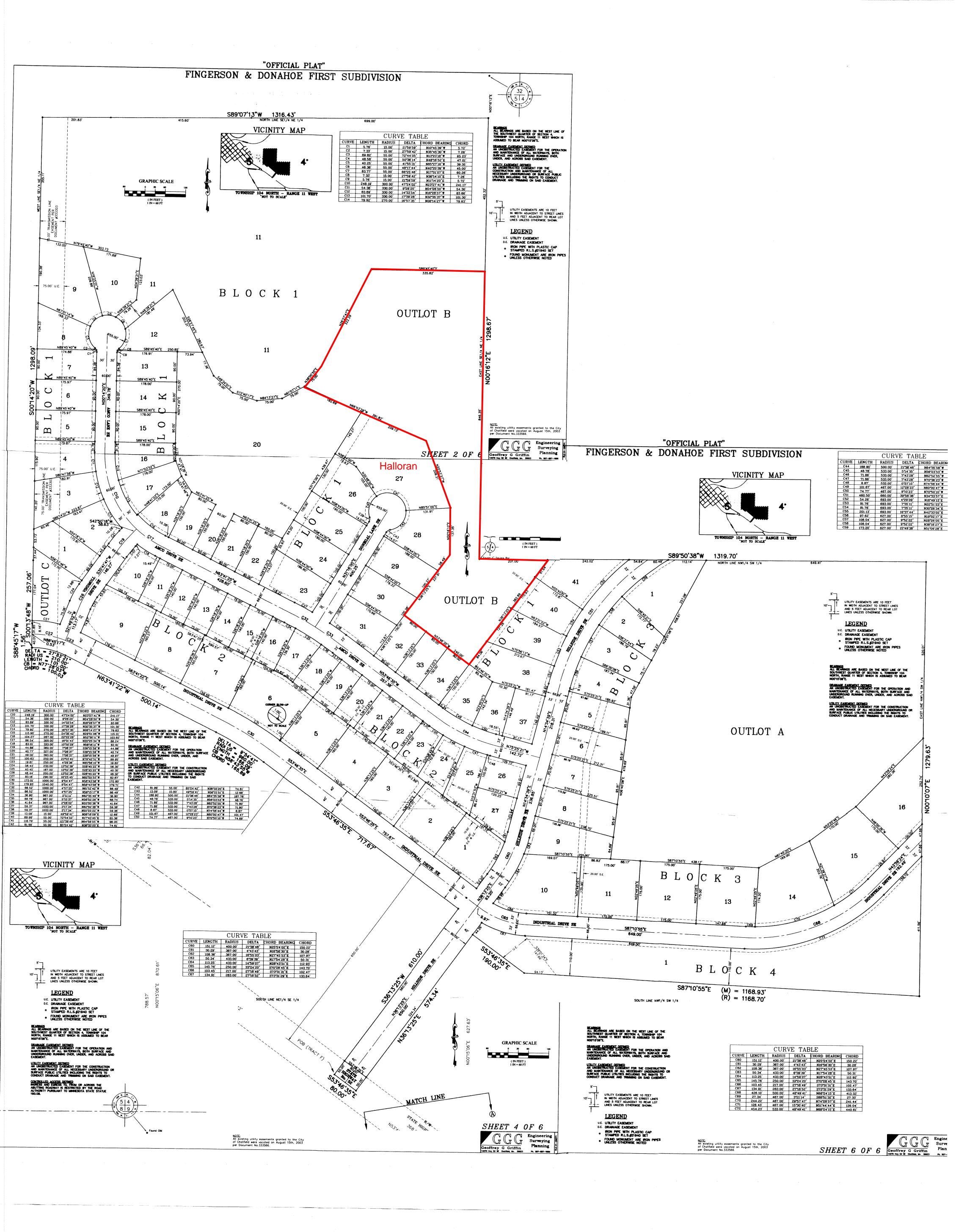
Also included on the aerial is the Chatfield Hilltop Estates owned property along Hillside Drive. This includes the parcel where the existing stormwater ponds are as well as the property where the booster pump station is located. Although this is not part of Mr. Halloran's request it may be worth discussing the possibility of obtaining the parcels where the stormwater ponds and booster pump station are located since the properties are adjacent to Outlot B,

Sincerely,

Craig Britton

Nonto





Joel Young

From:

Chatfield, MN <noreply@ci.chatfield.mn.us>

Sent:

Monday, April 25, 2022 9:19 AM

To:

Joel Young

Subject:

Temporary reservation of parking spots

Message submitted from the <Chatfield, MN> website.

Site Visitor Name: Jerralyn Dieter

Site Visitor Email: jerralyn04@hotmail.com

Hi Joel! This is Jerralyn Dieter. I left you a message about temporarily reserving parking spots for the Growers Market in the park.

The market starts May 5 and ends October 27. It is on every Thursday between those dates.

I would like to inquire about reserving 3 parking spaces on the north side of the park; near where we set up. It would be from 2:00 p.m. to 6 p.m on every Thursday. They would only have to be a 15-min.-limit as well. Our customers are usually in and out fairly quickly.

Since the highway construction on Hwy. 52, we have lost all of the viable spaces off of the highway. It is difficult for our customers to always get a space near the vendors. Sometimes customers to other businesses in town park in the desired reserved spaces and we lose customers due to that. We do have elderly customers that would benefit from being as close to the sidewalk and vendors as possible.

Please let me know of any forms you would need or other city staff I would need to contact. Thank you for your time! Have a great day!

-Jerralyn Dieter