

**City of Crosby  
Workshop  
Monday, June 26, 2023  
5:00 p.m.**

Pursuant to due call and notice thereof, the Workshop of the Crosby City Council was held on Monday, June 26, 2023 at 5:00 p.m.

**Members Present:** Mayor Cash, Council Members Heglund, Lewis and Jarvela

**Members Absent:** Member Traylor

**Staff Present:** Matthew Hill, Administrator City Clerk; Dianne Howard, Administrative Assistant; Phil Martin, City Engineer Bolton & Menk

**1. Call Workshop to Order**

Mayor Cash called the Workshop of the Crosby City Council to order at 5:00 p.m.

**2. Pledge of Allegiance**

Mayor Cash led with the Pledge of Allegiance

**3. Update from Bolton and Menk on the Capital Improvement Plan**

Phil Martin, City Engineer, Bolton & Menk opened the discussion on the Capital Improvement Plan.

Engineer Martin has created a spreadsheet on all known projects so updates are easier and it is more convenient to track costs and alter them as needed. This will prove to be a very useful tool moving forward.

The enclosed map shows clouded brown spots which are the areas that Bolton & Menk have a record of. Bolton and Menk maintains a historical record of the projects that they have completed for the city.

Televising of utilities is another very important record tool. A water system model has also been done by Bolton & Menk. 6" inch lines should be installed for best fire protection--(minimum). They have also combined the sanitary sewer and water map which created a map that covers all of our utilities.

Engineer Martin said that \$48,000,000 is an estimated amount to complete all of the utility and street projects that still need to be done in the City of Crosby to date. He stated that we have to figure out how to prioritize these projects. He does feel the sanitary sewer should be a high priority as if it fails it would be catastrophic. He would

like us to plan to televise the big sewer lines soon to make sure that there are not any immediate problems.

Engineer Martin believes that the Public Works Committee should ultimately be responsible for determining priorities for projects.

Mayor Cash asked if Engineer Martin knew how old the referenced, large sewer pipe was. He stated that he could not be sure.

Mayor Cash then inquired when the sanitary district was created. Engineer Martin said that he believed that was in the late 1980's.

Mayor Cash asked which projects are in the most desperate need. Engineer Martin stated that the area where our sewer lines come together is a definite concern and he would prefer to know what we are up against. Sewer televising would help to tell us what needs to be done but it has not been planned to date. He stated that good planning provides substantial benefits.

Mr. Martin said that the heaviest lifting for engineering is coming up with the costs and then prioritizing projects. Priorities need to be assessed whether it is a 1, 5, 10, 15 or 20-year plan.

Mayor Cash asked if we have a need for more storm sewers. Mr. Martin said that is a definite possibility that we do.

#### **4. Update from Bolton and Menk on the 1<sup>st</sup> and 2<sup>nd</sup> Street Improvement Plan including community feedback data**

Mr. Martin referred to the insert that he provided. 4<sup>th</sup> Street NE and 1<sup>st</sup> Street SW Project: The City of Crosby is continuing their construction project to improve the city streets and utilities along 1<sup>st</sup> Street SW and one block of 4<sup>th</sup> Street NE. The project includes the replacement of sanitary sewer, storm sewer, and water system improvements and street reconstruction. Construction will begin with Phase 3. Construction will begin on Phase 1 after Phase 3 is completed. Paving is expected to be finished in mid to late—September.

Trying to get rid of the lead component in the water is a big priority. There have been some backups with mature trees, etc. but it has not been too bad.

City Administrator Hill explained details of the next steps for the 1<sup>st</sup> and 2<sup>nd</sup> street improvement plan. It has been a challenge to find the recorded easements.

A questionnaire was sent out to our residents that asked general project related questions on the upcoming SE Improvement Project. The City of Crosby is planning for a street & alley reconstruction project in the area of town south and east of Highway 210. The possible improvements include sanitary sewer replacement, water replacement, storm sewer installation, sidewalk construction and street reconstruction.

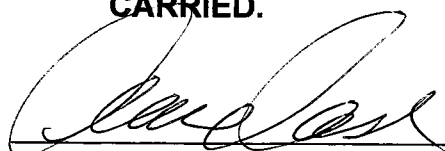
We need to determine how we want to proceed with preparing the preliminary Engineers Report after City review. The report should be ready in August, there will then be a 30-day review, and a public hearing will be scheduled after that. It is possible that the public hearing could be in October. Bidding may have to be done by year: 2024, 2025, and 2026. Bidding in January-February helps to acquire the needed materials by the time the project begins.

Engineer Martin stated that big projects tend to drive needed improvements to be completed quicker.

**5. Adjournment.**

**MOTION BY MEMBER \_\_\_\_\_ AND SECONDED BY MEMBER \_\_\_\_\_ TO  
ADJOURN AT 5:50 P.M.**

**A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS  
HEGLUND, LEWIS AND JARVELA. THOSE VOTING NAY: NONE. MOTION  
CARRIED.**

  
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Diane Cash, Mayor

  
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Dianne Howard, Administrative Assistant