

City of Pine City

Agenda

Special Council Meeting

Tuesday, July 7, 2026 @ 5:00 PM

Pine City Public Library Community Room

In accordance with Minnesota Statutes §13D.02, one or more council members may participate in the meeting via interactive technology. Council members joining via interactive technology will be seen and heard in the meeting room and votes will be taken by roll call.

[Meeting link](#)



Page

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CONSIDERATION AND APPROVAL OF AGENDA

4. PUBLIC FORUM

This is an opportunity for citizens to present items to the Council that are not on the agenda. Each presentation is limited to three (3) minutes and a maximum of fifteen minutes is set aside. If your item needs follow-up from the City, Staff will arrange for that.

5. BUSINESS

- 5.1. Review and Consider Approval of Resolution 2026-32: APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS (STATE AID FOR LOCAL TRANSPORTATION) 3 - 8
[SEH Memo 2026 06 24](#)
[CSAH 7 & 13th Street 2026-06-24](#)
[Resolution 2026-32](#)

6. ADJOURN



Building a Better World
for All of Us®

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Greg Anderson, PE (Lic. MN)

DATE: June 24, 2026

RE: CSAH 7 and 13th Street SW Intersection and Signal Improvements
SEH No. PINEC 188960 14.00

Pine County completed an Intersection Condition Evaluation (ICE) report for the intersection of CSAH 7 (Hillside Trail) and 13th Street SW in 2025. The ICE report recommended the installation of a signalized intersection based on current and projected traffic volumes.

SEH was hired by Pine County to prepare the construction plans & specifications for the intersection improvements. A portion of the plans have been attached to this memo. SEH staff met with city staff on Thursday, June 18th to review the plans and cost estimate. City Staff provided feedback on the intersection as well as the proposed detour route that will utilize city streets, including 6th Avenue SE, 10th Street SW and 8th Avenue SW. The proposed detour route for the project is included in the attached plans.

The construction plans have been updated based on city staff input are being submitted to MnDOT State Aid for review and approval before the project goes out for bids. Prior to advertising the project for bids, Pine County needs municipal consent from the City. Municipal consent is given in the form of the attached MnDOT resolution.

Cost sharing on intersection projects is typically based on ownership of the intersection legs. For this intersection, Pine County owns two legs – the CSAH 7 east and west legs. The City of Pine City owns the north leg, 13th Street SW, and the south leg is privately owned as it accesses the rental business and the mall area that includes the post office, Dollar General and Aldi. Pine County will cover the cost of the work on the south leg of the intersection. So, the City of Pine City's cost share for the construction of the project is a quarter of the project cost. Pine County has covered the design costs up to bidding.

The current estimated project cost is \$970,000, a quarter of which will be the City of Pine City's share, approximately \$242,500. The final costs and cost share will be based on the low bid for the project. An estimated project schedule is listed below:

- July 1, 2026 - Present project and resolution to City of Pine City
- July 2026 - Receive MnDOT approval to advertise the project for bids
- August 2026 - Advertise project for bids
- Early September 2026 – Award bid
- Mid-September – Begin construction
- November 2026 - Roadway widening complete
- Spring 2027 – Project complete

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Memorandum
June 24, 2026
Page 2

I will attend the July 1, 2026 council meeting to present this information and answer any questions the council may have.

ah/gaf
attachment

c: Marcy Peterson, City of Pine City
Jason Chapman, City of Pine City
Aaron Gunderson, Pine County

x:\pt\pine0\184952\2026\csah 7 and 13th intersection\memo 2026 06 24.docx

MINNESOTA DEPARTMENT OF TRANSPORTATION

PINE COUNTY, MINNESOTA

CONSTRUCTION PLANS FOR

TRAFFIC SIGNALS, ADA PED RAMPS, STORM SEWER,
BITUMINOUS RECLAMATION, GRADING, AGGREGATE
BASE, BITUMINOUS PAVING, CONCRETE CURB AND
GUTTER, CONCRETE SIDEWALK, SIGNING AND STRIPING

CSAH 7 & 13TH STREET SW TRAFFIC SIGNAL

SAP 058-607-027

GROSS LENGTH 905.0 FEET 0.171 MILES
NET LENGTH 905.0 FEET 0.171 MILES

SECTION, TOWNSHIP, RANGE: S32&33, T39N, R21N



PROJECT LOCATION



CITY OF PINE CITY,
PINE COUNTY



Know what's below.
Call before you dig.

GOVERNING SPECIFICATIONS

THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

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.

INDEX

| SHEET NO. | DESCRIPTION |
|-----------|--------------------------------------|
| 1 | TITLE SHEET |
| 2 | STATEMENT OF ESTIMATED QUANTITIES |
| 3 | CONSTRUCTION NOTES |
| 4 | DETAILS |
| 5-10 | MNDOT STANDARD PLANS |
| 12-13 | TYPICAL SECTIONS |
| 14 | ALIGNMENT PLAN |
| 15 | STAGING PLAN |
| 16 | DETOUR PLAN |
| 17-18 | TRAFFIC CONTROL PLAN |
| 19 | REMOVAL PLAN |
| 20 | SITE PLAN |
| 21 | CSAH 7 PLAN AND PROFILE |
| 22 | EROSION CONTROL AND RESTORATION PLAN |
| 23 | INTERSECTION DETAILS |
| 24-26 | SIGNING AND STRIPING PLAN |
| 27-32 | CROSS SECTIONS |
| T1-T12 | TRAFFIC SIGNAL PLANS |

THIS PLAN CONTAINS 44 SHEETS.

DESIGN DESIGNATION

| | |
|---|----------------------|
| STOPPING SIGHT DISTANCE BASED ON: 3.5' HEIGHT OF EYE | 2' HEIGHT OF OBJECT |
| CSAH 7 SAP 058-607-027 | |
| GROSS LENGTH | 825 FEET 0.156 MILES |
| NET LENGTH | 825 FEET 0.156 MILES |
| DESIGN | 9 TON |
| DESIGN SPEED | 40 M.P.H. |
| R-VALUE | 30 |
| ESALS | 1,576,000 |
| EXISTING A.D.T. (2025) | 11,000 |
| 20 YR. PROJECTED A.D.T. (2045) | 13,100 |
| % HCADT (2045) | 4.41 % |
| FUNCTIONAL CLASSIFICATION | MAJOR COLLECTOR |
| NO. OF TRAFFIC LANES | 2 |
| NO. OF PARKING LANES | 0 |

APPROVED:

CITY ENGINEER _____ DATE _____

APPROVED:

COUNTY ENGINEER _____ DATE _____

REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY

DISTRICT STATE AID ENGINEER _____ DATE _____

APPROVED FOR STATE AID FUNDING

STATE AID ENGINEER _____ DATE _____

PINE COUNTY, MINNESOTA



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

Signature _____ SUSAN ULVENES, PE

Date: 06-23-26 Lic. No. 57904

PROJECT NO.

PINEC188960

1

of 44

SAP 058-607-027

EXISTING

- RIGHT OF WAY
- PERMANENT EASEMENT
- PROPERTY LINE
- △ XX HORIZONTAL CONTROL POINT
- × BM BENCHMARK
- # SURVEY MARKER
- # SOIL BORING
- SANITARY SEWER AND MANHOLE
- FM FORCE MAIN AND LIFT STATION
- SANITARY SEWER SERVICE & CLEANOUT
- WATER MAIN, HYDRANT, VALVE AND MANHOLE
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER, MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- GAS MAIN, VALVE, VENT AND METER
- HH HANDHOLE
- FO BURIED FIBER OPTIC CABLE AND MANHOLE
- T-BUR BURIED PHONE CABLE, PEDESTAL AND MANHOLE
- TV-BUR BURIED TV CABLE, PEDESTAL AND MANHOLE
- P-BUR BURIED ELECTRIC CABLE, PEDESTAL, MANHOLE, TRANSFORMER AND METER
- P-OH OVERHEAD WIRE, POLE AND GUY WIRE
- LIGHT POLE
- TRAFFIC SIGNAL
- STREET NAME SIGN
- SIGN (NON STREET NAME)
- ||||| RAILROAD TRACKS
- DECIDUOUS AND CONIFEROUS TREE
- BUSH / SHRUB AND STUMP
- EDGE OF WOODED AREA
- WET WETLAND
- BUILDING
- X FENCE (UNIDENTIFIED)
- BARBED WIRE FENCE
- XC CHAIN LINK FENCE
- XE ELECTRIC WIRE FENCE
- XWD WOOD FENCE
- XWW WOVEN WIRE FENCE
- PLATE BEAM GUARDRAIL
- CABLE GUARDRAIL
- P POST / BOLLARD
- RETAINING WALL

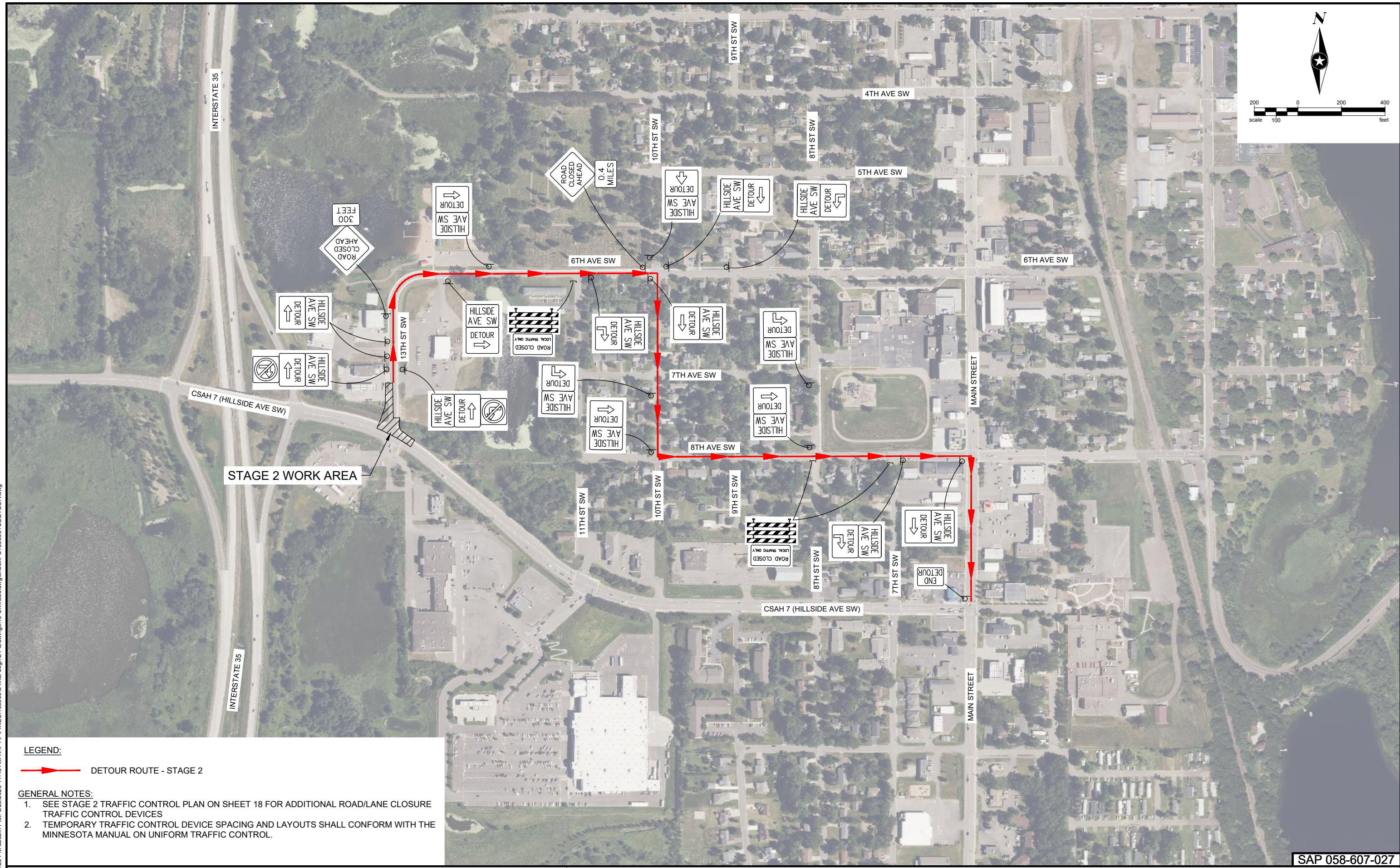
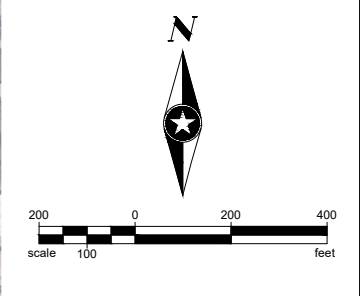
PROPOSED

- 6+00 STREET CENTERLINE
- RIGHT-OF-WAY
- PERMANENT EASEMENT
- TEMPORARY EASEMENT
- CONSTRUCTION LIMITS
- SANITARY SEWER, BULKHEAD AND MANHOLE
- FM FORCE MAIN
- SANITARY SERVICE AND CLEANOUT
- WATER MAIN, TEE, HYDRANT, BULKHEAD AND VALVE
- WATER VALVE MANHOLE, REDUCER, BEND AND CROSS
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER, MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- DRAIN TILE
- DITCH / SWALE
- RIPRAP
- STREET NAME SIGN
- SIGN (NON STREET NAME)
- RETAINING WALL

NOTE:

THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-22, ENTITLED "STANDARD GUIDELINES FOR INVESTIGATING AND DOCUMENT EXISTING UTILITIES".

THE CONTRACTOR SHALL CALL THE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



LEGEND:
 DETOUR ROUTE - STAGE 2

GENERAL NOTES:
 1. SEE STAGE 2 TRAFFIC CONTROL PLAN ON SHEET 18 FOR ADDITIONAL ROAD/LANE CLOSURE TRAFFIC CONTROL DEVICES
 2. TEMPORARY TRAFFIC CONTROL DEVICE SPACING AND LAYOUTS SHALL CONFORM WITH THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL.

| SEH Project | PINEC188960 | Rev.# | Plan Revision Issue Description | Date | Rev.# | Sheet Revision Issue Description | Date |
|-------------|-------------|-------|---------------------------------|------|-------|----------------------------------|------|
| Drawn By | AB | . | | | . | | |
| Designed By | - | . | | | . | | |
| Checked By | - | . | | | . | | |

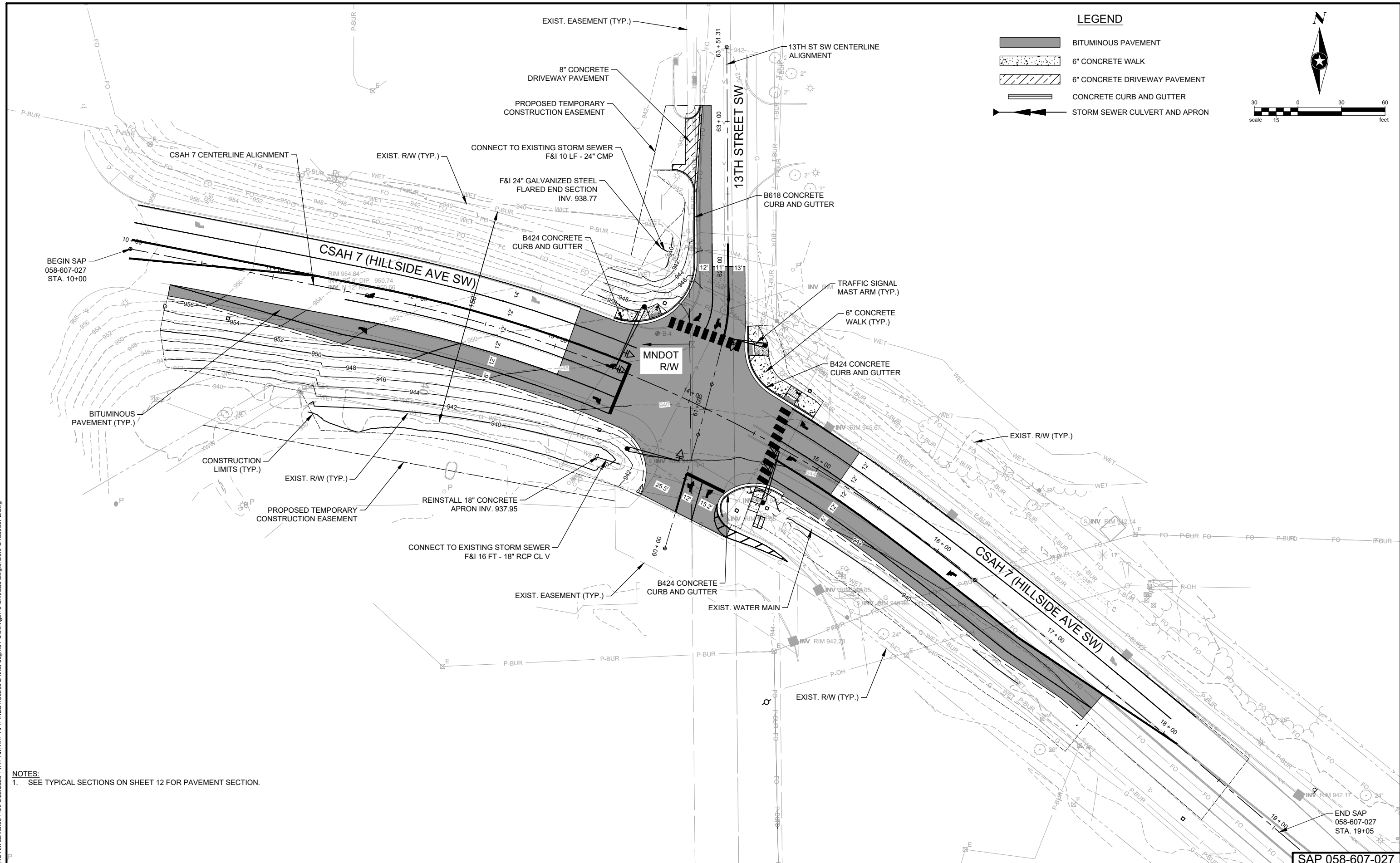
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 SUSAN ULVENES, PE
 DATE: 06-23-26 LICENSE NO. 57904

CSAH 7 & 13TH ST TRAFFIC SIGNAL
 PINE COUNTY, MINNESOTA

DETOUR PLAN
STAGE 2

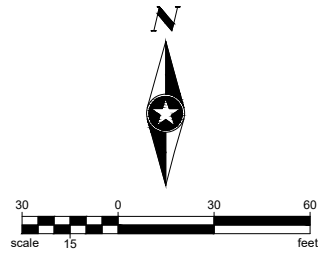
SAP 058-607-027

Save: 6/22/2026 10:42 AM sulvenes Plot: 6/23/2026 11:47 AM X:\PT\PI\PINEC\188960\5-final-dsgn\51-drawings\10-Civil\cad\dwg\sheetPC188960PL.dwg



LEGEND

- BITUMINOUS PAVEMENT
- 6" CONCRETE WALK
- 6" CONCRETE DRIVEWAY PAVEMENT
- CONCRETE CURB AND GUTTER
- STORM SEWER CULVERT AND APRON



NOTES:
 1. SEE TYPICAL SECTIONS ON SHEET 12 FOR PAVEMENT SECTION.

END SAP
 058-607-027
 STA. 19+05

SAP 058-607-027

| SEH Project | PINEC188960 | Rev.# | Plan Revision Issue Description | Date | Rev.# | Sheet Revision Issue Description | Date |
|-------------|-------------|-------|---------------------------------|------|-------|----------------------------------|------|
| Drawn By | AB | . | | | . | | |
| Designed By | - | . | | | . | | |
| Checked By | - | . | | | . | | |

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 SUSAN ULVENES, PE
 DATE: 06-23-26 LICENSE NO. 57904

CSAH 7 & 13TH ST TRAFFIC SIGNAL
 PINE COUNTY, MINNESOTA

SITE PLAN

**CITY OF PINE CITY
RESOLUTION NO. 2026-32**

**A RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE
LIMITS (STATE AID FOR LOCAL TRANSPORTATION)**

WHEREAS, plans for State Aid Project (SAP) No. 058-607-027, showing the proposed alignment, profiles, grades, and cross-sections for the construction, reconstruction, or improvement of County State-Aid Highway (CSAH) No. 7 within the corporate limits of the City of Pine City as a State Aid Project have been prepared and presented to the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pine City, Minnesota, that the plans for SAP 058-607-027 are hereby approved in all respects.

Adopted by the City Council of the City of Pine City, Minnesota, this 1st day of July 2026.

CERTIFICATION

State of Minnesota

County of Pine

City of Pine City

I hereby certify that the foregoing Resolution No. 2026-32 is a true and correct copy of a resolution adopted by the City Council of the City of Pine City, Minnesota, at a regular meeting held on the 1st day of July 2026, as shown by the records of the City in my custody.

CITY OF PINE CITY

Mayor

ATTEST:

City Administrator

(SEAL)