

BAXTER CITY COUNCIL MINUTES
May 1, 2018

1. Call Meeting to Order

Mayor Darrel Olson called the meeting to order at 7:00 p.m.

2. Roll Call

Mayor Darrel Olson and Council Members Quinn Nystrom, Steve Barrows, Todd Holman, and Mark Cross were present.

City Administrator Bradley Chapulis, Assistant City Administrator Kelly Steele, Public Works Director Trevor Walter, Police Chief Jim Exsted, Finance Director Jeremy Vacinek, and Community Development Director Josh Doty were present.

3. Pledge of Allegiance

All joined Mayor Darrel Olson in the Pledge of Allegiance

4. Additions or Changes to the Agenda

City Administrator Chapulis asked to add the Recognition of May 11, 2018 as American Legion Poppy Day to the consent agenda as item L.

5. Guest Presentation

A. Annual Camp Ripley Update Provided by Brigadier General Lowell E. Kruse

Chad Sackett, Deputy Training Manager at Camp Ripley, explained Camp Ripley exists to serve three missions. Those missions are to train soldiers to meet their federal mission, state mission, and community mission. Camp Ripley employs 800 fulltime employees and trains thousands of people each month. There have been some leadership changes at Camp Ripley. Those changes include General Nash retiring and being replaced by Major General John Jensen, General Kruse was promoted to Brigadier General and took over as the Senior Commander, and Colonel Scott St. Sauver was replaced by Colonel Brain Melton. Camp Ripley provides approximately \$294 million of economic impact to the region. Mr. Sackett summarized training activity at Camp Ripley for the duration of the year and the joint land acquisition project with the City of Baxter.

6. Public Comments

None.

7. Consent Agenda

- A. Approve City Council Minutes from April 17, 2018
- B. Approve City Council Work Session Minutes from April 17, 2018
- C. Approve the Payment of Bills and Finance Report
- D. Approve Permit for Retail Sales of Fireworks for Big Lots, Costco, Target, and Walmart for the Period of May 2, 2018 through May 1, 2019
- E. Approve Amendment to the On-sale Brewer's Taproom Liquor License for Jack Pine Brewery
- F. Adopt Resolution 2018-037 Ordering Advertisement for Bids for the 2018 Cypress Drive Improvement Project

- G. Approve the Costco Utility Easement and Easement Compensation in the amount of \$2,564.64 for the 2018 Lift Station No. 3 Reroute Improvements Project.
- H. Approve Assisting the Baxter Baseball Association with the 2018 9-U Cal Ripken State Baseball Tournament
- I. Approve Assisting the Baxter Baseball Association with the 2018 10-U Cal Ripken State Baseball Tournament
- J. Accept Cemetery Commission Minutes from April 16, 2018
- K. Accept Parks and Trails Commission Minutes from April 23, 2018
- L. Recognition of May 11, 2018 as American Legion Poppy Day

MOTION by Council Member Cross, seconded by Council Member Barrows to approve the Consent Agenda. Motion carried unanimously.

8. Pulled Agenda Items

None.

9. Other Business

A. Annual Stormwater Public Hearing (MS4)

1. PUBLIC HEARING at 7:00 p.m. or shortly thereafter.

Public Works Director Walter explained the City’s stormwater permit is up for renewal this year and that staff will start the renewal process in June. The next step of the City’s storm water program is to establish a maintenance system for the entire system.

MOTION by Council Member Cross, seconded by Council Member Barrows to dispense the annual presentation as there are no members of the public in attendance. Council Member Holman inquired if the CSAH 48 project has been captured into the report. Public Works Director Walter explained it is included in the report. Motion carried unanimously.

Mayor Olson opened the public hearing at 7:35 p.m. and asked for public comments.

No public comments were received.

MOTION by Council Barrows, seconded by Council Member Nystrom to close the public hearing at 7:35:15. Motion carried unanimously.

10. Council Comments

Mark Cross: Council Member Cross reminded motorists to watch out for motorcycles.

11. City Administrator’s Report

City Administrator Chapulis reviewed proposed dates for Council consideration of Music in the Park. City Administrator Chapulis explained the Habitat for Humanity development agreement is scheduled to be considered by the Council on May 15. The City was not successful in filling the assistant city engineer position, so the position has been advertised with a new deadline of May 18. Staff is monitoring the high-water levels on White Sand Lake and is reaching out to the County and DNR to see if they can limit motorized boat activities until the water level on White Sand Lake recedes. In January, the personal committee authorized May 22 as the date to conduct the annual performance evaluation of City

Administrator Chapulis. City Administrator Chapulis inquired if the May 22 date will still work for Council members and, if so, a time needs to be set.

The Council consensus was May 22 will still work to conduct the annual performance evaluation and that the meeting will start at 4:00 p.m. The Council directed staff to select a date for Music in the Park.

Council Member Holman explained it is very likely LCCMR will be approved and available for action in July. Staff should begin the discussion with Camp Ripley staff to coordinate a date for a ribbon cutting ceremony.

Mayor Olson explained staff has been working very hard to find resolution to the high-water levels of White Sand Lake. City staff is doing the best they can to work with the agencies that are above the City.

12. City Attorney's Report

A. Closed Session, Minnesota Statute 13D.05, subd. 3 (c), Purchase of Property

Attorney Person asked the Council to enter into a closed session under Minnesota Statute 13D.05, subd. 3 (c), to discuss the purchase of property related to the Cypress Drive project and Excelsior Road project.

MOTION by Council Member Cross, seconded by Council Member Nystrom to enter into a closed session at 7:42p.m. Motion carried unanimously.

MOTION by Council Member Cross, seconded by Council Member Nystrom to return to the open session at 7:56 p.m. Motion carried unanimously.

City Attorney Person explained the consensus of the closed session discussion was to reject the offer presented for 7081 Excelsior Road as the proposed property acquisition is no longer needed.

MOTION by Council Member Cross, seconded by Council Member Barrows to reject the offer presented for land acquisition at 7081 Excelsior Road. Motion carried unanimously.

City Attorney Person explained the second land acquisition is a clean-up of a small sliver of land not originally included as part of right-of-way plat #11 of the Cypress Drive Improvement Project.

MOTION by Council Member Cross, seconded by Council Member Barrows to approve the small segment of land acquisition as part of the Cypress Drive right-of-way plat #11. Motion carried unanimously.

Mayor Olson explained City Administrator Chapulis has now been with the City for one year.

13. Adjourn

MOTION by Council Member Barrows, seconded by Council Member Holman to adjourn at 8:10 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator