

BAXTER CITY COUNCIL MINUTES
January 17, 2017

Mayor Darrel Olson, who led in the pledge to the flag, called the regular meeting of the Baxter City Council to order at 7:00 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson, Council Member Quinn Nystrom, Steve Barrows, Todd Holman and Mark Cross.

COUNCIL MEMBERS ABSENT: None.

STAFF PRESENT: Assistant City Administrator Kelly Steele, Community Development Director Josh Doty, Police Chief Jim Exsted, Finance Director Jeremy Vacinek, and Public Works Director Trevor Walter.

GUEST PRESENTATION

Crow Wing County Sherriff's Representative Lt. Scott Goddard gave the yearly review of activities. He discussed the jail population, the new 411 anonymous tip service and free prescription medication disposal program.

Council Member Nystrom stated the Tip 411 was a great program and this information would be great for the newsletter.

CONSENT AGENDA

- A. Approve City Council Minutes from January 3, 2017
- B. Approve City Council Work Session Minutes from January 3, 2017
- C. Approve the Payment of Bills and Finance Report
- D. Approve Resolution 2017-006 Approving the 2017 Excelsior Road Residential Roadway Improvements Feasibility Report and Ordering Improvement Hearing.
- E. Accept Utilities Commission Minutes from January 4, 2017.
 1. Approve the Retail Partners Baxter, LLC Developer's Agreement.
 2. Approve the SEH, Inc. Agreement for Professional Services for the 2018 Cypress Drive Improvements Sanitary and Storm Sewer Televising Review and Phase II Environmental Site Assessment Contract in the not to exceed amount of \$74,362.00.
 3. Approve the WSN Proposal for Engineering Services for Lift Station No. 10 Rehabilitation in the lump sum amount of \$9,600.00.
 4. Approve the WSN Agreement for Professional Design Services for the 2017 County State Aid Highway 48 Silent Railroad Crossings and Trail Improvements Project in the not to exceed amount of \$14,800.00.
 5. Approve the Dakota Supply Group Change Order No. 3 in the deduct amount of \$18,477.98 for the 2016 Fixed Network Water Meter Replacement Project.

6. Approve the Dakota Supply Group Final Pay Estimate No. 5 for the 2016 Fixed Network Water Meter Replacement Project in the amount of \$55,417.76.
- F. Accept Planning & Zoning Commission Minutes from January 10, 2017.
- G. Approve the Purchase of a 2017 Fleet/Non Retail ½ Ton Double Cab 4x4 Truck for the Public Works Department.

MOTION by Council Member Cross, seconded by Council Member Barrows to approve the Consent Agenda with the exception of agenda item 6D. Motion carried unanimously.

PULLED AGENDA ITEMS

6D. Approve Resolution 2017-006 Approving the 2017 Excelsior Road Residential Roadway Improvements Feasibility Report and Ordering Improvement Hearing.

Council Member Holman requested the addition of the non-accessible component of the pedestrian access so the record reflects the addition.

MOTION by Council Member Holman, seconded by Council Member Barrows to adopt Resolution No. 2017-006 approving the 2017 Excelsior Road Residential Roadway Improvements Feasibility Report and Ordering the Improvement Hearing. Motion carried unanimously.

PLANNING AND ZONING ACTIONS

Adopt Resolution 2017-007 approving an amendment to a Conditional Use Permit to allow a school use in the R-1 Low Density Residential District.

CD Director Doty stated the applicant was Tri-County Community Action Partnership and they have requested an amendment to a conditional use permit (CUP) to allow a school use in an existing building on property that is zoned R-1, Low Density Residential and is located at 13091 Meredith Drive.

Mr. Doty reviewed the location of the building and surrounding area. The conditions of a school approval have been met and the applicant proposes to have one way parking, angled parking and meets the minimum parking requirements for a school use. The applicant is going to have a loading and unloading area for two buses which will stay parked there overnight and during the summer when school is not in session.

MOTION by Council Member Barrows, seconded by Council Member Nystrom to adopt Resolution 2017-007 approving an amendment to a Conditional use Permit to allow a school use in the R-1 Low Density Residential District. Motion carried with Council Member Holman abstaining.

COUNCIL COMMENTS

Darrel Olson: Thanked the consulting engineers and Public Works Director for their assistance with the recent open house for upcoming street work. Reminded everyone of Roy Rauen’s retirement party on January 19th. Thanked the community at large for the outpouring of generosity for the Salvation Army Day of Giving which is sponsored by the Mills Fleet Farm store. This year \$41,000.00 were donated and Mills Fleet Farm matched this amount.

CITY ADMINISTRATOR’S REPORT

Interim Administrator Steele had no report.

CITY ATTORNEY’S REPORT

Closed Session Minnesota Statute 13D.05, Subd. 3(b), Attorney Client Privilege
City Attorney Person asked council to go into a closed session to present an update on

MOTION by Council Member Cross, seconded by Council Member Barrows to enter into a closed session at 7:30 p.m.

Mayor Olson opened the regular meeting at 7:50 p.m.

City Attorney Person recommended approval of the draft settlement agreement with Essentia Health.

MOTION by Council Member Nystrom, seconded by Council Member Holman to approve the draft settlement agreement with Essentia Health. Motion carried unanimously.

ADJOURNMENT

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn at 7:51 p.m.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Mary Haugen
Administrative Assistant