

BAXTER CITY COUNCIL MINUTES

Work Session

March 4, 2014

Mayor Darrel Olson called the City Council Work Session for the purposes of discussing the Proposal for Isle Drive Assessment/Property Acquisition Services, Update on Woida Project, USPCA Region 12 K-9 Recertification Trials, Council Chamber Improvements, and Report on Special Legislation to order at 6:00 p.m.

COUNCIL MEMBERS PRESENT: Council Members Jim Klein, Mark Cross, Todd Holman, and Mayor Darrel Olson.

COUNCIL MEMBERS ABSENT: Rob Moser.

STAFF PRESENT: City Administrator Gordon Heitke, Public Works Director/City Engineer Trevor Walter, Assistant City Administrator/City Clerk Kelly Steele, Consulting City Engineer Aric Welch, Police Chief Jim Exsted, and Finance Director Jeremy Vacinek.

Proposal for Isle Drive Assessment/Property Acquisition Services

Council directed staff to obtain a proposal from WSB & Associates, Inc. for the 2015 Isle Drive Extension Project. Ron Bray, WSB & Associates, Inc., briefly reviewed the history of the project and his firm's proposal. Right-of-way acquisition was identified as the largest component of the project. The proposal cost will be reduced if extended negotiations are not necessary. Mr. Bray explained the connection of Isle Drive to County Road 48 is a key component to the commercial district. Mr. Heitke reminded council this is consent item on the regular agenda.

Update on Woida Project

Mr. Welch explained the Board of Water and Sewer Resources approved the wetland fill application for the construction of Woida Road and the bituminous trail with no conditions. Plans have been submitted to State Aid for preliminary review. The State Aid review process is expected to take three weeks. Mr. Welch explained two additional easements have been secured since the last council meeting.

Council discussed the funding method for the stormwater improvements. Mr. Vacinek is waiting for final cost estimates before preparing a recommendation. The stormwater portion of the project was not planned to be assessed against the property owners. State Aid will fund some stormwater improvements.

Mr. Welch explained if the City only completes the wetland connection; the depth of the wetland would rise approximately one foot due to it having a shallow flat composition. Additional investigation will be completed this spring to better understand the volume of the wetland. Mr.

Welch recommends not discharging additional stormwater into this area without constructing an outlet. Council discussed alternate options for stormwater management in the project area. The area needs to be surveyed and wetland delineation must be completed this spring to determine the extent, if any, of additional wetland impacts.

USPCA Region 12 K-9 Recertification Trials

Chief Exsted explained the annual Region 12 K-9 field trials will be held in Baxter on June 22-24, 2014. K-9 Officer Matt Maier will complete most of the event preparation on his own time. A letter from the United States Police Canine Association will be sent to local businesses for sponsorship opportunities in exchange for advertising. The sponsorship funds will be used to assist in building the necessary equipment needed to host the trial, field and building rental costs, and other event expenses. Unused sponsorship funds will be donated back to host area.

Council Chamber Improvements

Discussion has been postponed for further review.

Report on Special Legislation

The local option sales tax bill, authored by Representatives Ward and Radinovich, was heard in the House yesterday and in the Senate this morning. Brainerd and Baxter have been combined into the same bill. Last time both were separate bills, but were tracked together. Both bonding bills were introduced this morning to the Transportation and Finance Committee. Staff will monitor the progress of the bills and will attend the committee hearings when scheduled. As an alternate to the bonding bill, the City could seek special tax increment financing legislation for Isle Drive. A special resolution is not required.

ADJOURNMENT

MOTION by Council Member Cross, seconded by Council Member Klein to close the work session at 6: 45p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel L. Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk