

BAXTER CITY COUNCIL MINUTES
Work Session
March 5, 2019

Vice Mayor Todd Holman called the Work Session to order at 6:45 p.m.

Council Members Present: Vice Mayor Todd Holman and Council Members Connie Lyscio, Zach Tabatt, and Mark Cross.

Council Members Absent: Mayor Darrel Olson was absent.

Staff Present: City Administrator Brad Chapulis, Community Development Director Josh Doty, Police Chief Jim Exsted, Public Works Director Trevor Walter, Finance Director Jeremy Vacinek, and Assistant City Administrator Kelly Steele

2020 Fire Services Assessment

City Administrator Chapulis explained the City of Baxter and area townships contract with the City of Brainerd for fire protection services. According to the current contract, the cost of this service for each community is determined every February for the upcoming year utilizing an established formula that takes population, estimated market value on buildings, estimated market value of tax-exempt buildings, and average number of service calls. While final decisions regarding the fire department are made by the City of Brainerd, there is a fire advisory board that advises the city on fire department operations. The board is comprised of representatives from each of the communities receiving fire protection services from Brainerd. Mayor Olson and City Administrator Chapulis represent Baxter on the board.

At the board's February 19th meeting, Brainerd's fire chief and finance director presented the 2020 assessment. The 11% increase in the overall assessment is attributive to a minor increase in operational expenditures, the debt service payment for the purchase and replacement of a ladder truck, a 5% increase in the annual contribution to the capital reserve fund. Based on the assessment formula, the City of Baxter's assessment will increase 11.77% from \$316,598.12 to \$353,857.55.

Vice Mayor Holman questioned if there is needs assessment for service district. City Administrator Chapulis explained at this time the board is only reviewing operations.

MOTION by Council Member Cross, seconded by Council Member Lyscio to adjourn the work session at 6:53 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator