

BAXTER CITY COUNCIL MINUTES
April 7, 2015

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, and Council Members Quinn Nystrom, Steve Barrows, Todd Holman, and Mark Cross

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Community Development Director Josh Doty, Finance Director Jeremy Vacinek, Assistant City Administrator Kelly Steele, and Public Works Director/City Engineer Trevor Walter

PUBLIC COMMENTS

Dave Schonrock, 6056 Fairview Road. Mr. Schonrock explained road maintenance is more than just driving around and looking at roads. The City's roads are appalling. The City is throwing good money at bad. Mr. Schonrock reviewed various locations throughout the City that have potholes and a stop sign on private property. Maintenance does not mean putting oil on the road. Mayor Olson explained the Council has met since 5:15 p.m. discussing the City's streets and the City has a maintenance plan available for public inspection.

Paul Paige with Hoisington Koegler Group, Inc. Mr. Paige explained the small committee group meeting was very fruitful. Potlatch has invested a lot of money in the City. In hearing concerns to limit urban development, Mr. Paige explained he would like to modify his request from low intensity residential to industrial. There is a rail access near the property, a strong road system to the north, and the sewer is designed to handle this use.

Shawn Sunnarborg. Mr. Sunnarborg wanted to thank the small committee group for their work.

Rod Osterloh, Close Converse. Mr. Osterloh explained he would like to speak to the Baxter Mainstreet request. Mr. Osterloh further explained he was thankful to meet with the small committee in March. The heartburn is to bring the Comprehensive Plan to a conclusion in the second meeting in May. The deadline for submittal is next Tuesday. Mr. Osterloh requested the Council set a date to adopt the Comprehensive Plan, but make the date June or July to provide Baxter Mainstreet with an opportunity to act on the results of the committee.

CONSENT AGENDA

- A. Approve City Council Minutes from March 17, 2015
- B. Approve City Council Work Session Minutes from March 17, 2015
- C. Approve City Council Special Meeting Minutes from March 19, 2015
- D. Approve City Council Special Meeting Minutes from March 31, 2015
- E. Approve the Payment of Bills and Finance Report
- F. Schedule the 8th Annual Stormwater Public Informational Meeting for Tuesday, May 19th, 2015 at 7:00 p.m. or shortly thereafter

- G. Approve the 2014 Public Transit Service Payment to the City of Brainerd for Baxter's Service
- H. Approve Temporary Liquor License for the Northland Arboretum's event on April 24, 2015 Event
- I. Approve Resolution 2015-31 Adopting Assessment for the 2015 Excelsior Road Improvement Project
- J. Approve Resolution 2015-34 to Defer Special Assessment Against Tax Forfeited Parcel
- K. Approve Resolution 2015-35 Accepting Bid for the 2015 Excelsior Road Improvement Project
- L. Schedule a Public Hearing for the Certification of Delinquent Utility Bills, Invoices, and Abatements for Tuesday, May 19, 2015 at 7:00 p.m., or shortly thereafter
- M. Approve Special Event Permit for Brainerd Lakes Susan G. Komen Race for the Cure on June 27, 2015
- N. Adopt Resolution 2015-32, Authorizing an Interfund Loan for Advance of Certain Costs in Connection with the Isle/Falcon Drive Redevelopment Tax Increment Financing District
- O. Adopt Resolution 2015-33 Calling for a Public Hearing on the Proposed Modification to the Development Program for Development District Number One, the Proposed Establishment of Tax Increment Financing District Number 13, and the Adoption of the Tax Increment Financing Plan
- P. Accept Parks & Trails Commission Minutes from March 23, 2015
- Q. Approve Park Memorial Bench Dedication Policy
- R. Approve the hiring of Patrol Officers Matthew Wark and Brandyn Graff contingent upon them meeting the terms and conditions of employment
- S. Approve Conditions of Cypress Railroad Crossing Permit

MOTION by Council Member Cross, seconded by Council Member Holman to approve the consent agenda. Motion carries unanimously.

OTHER BUSINESS

Dean Makey-Approve Contract for Mississippi River Overlook Park Timber Harvest

Dean Makey explained he was contracted to establish a process to remove the down timber at Mississippi Overlook Park. Mr. Makey explained quotes for the removal were received at the DNR area office on April 3, 2015. Mr. Makey reviewed the various techniques used by each of the bidders to remove the timber. Mr. Makey recommends approving the contract with Hennen Enterprises for \$6,845.36. Upon the conclusion of the harvest, the accounting will be reconciled where the City may owe funds to Hennen or Hennen will own more to the City.

MOTION by Council Member Barrows, seconded by Council Member Nystrom to approve the contact with Hennen Enterprises for the Mississippi River Overlook Park timber harvest. Motion carries unanimously.

Loren Thompson Park Pavilion Repairs Discussion

Community Development Director Doty explained the pavilion at Loren Thompson Park has some damage to the roof, but the overall condition of the pavilion is favorable. The pavilion is 19 years old and the expectancy of this structure is approximately 30 years. The proposed repairs to the roof should help the pavilion reach or exceed its life expectancy. The estimated cost to repair the pavilion is \$12,444. The Parks and Trails Commission recommend completing the necessary repairs in 2015.

Community Development Director Doty explained the Oscar Kristofferson Park pavilion was constructed in the mid 1980's. The pavilion does not meet building code requirements. The overall condition of the pavilion is fair. The repairs totaling \$42,140 would make the pavilion structurally sound and would bring

the pavilion into compliance with the building code. However, due to the age of structure, other repairs would be needed in the future as aged wood in the structure deteriorates. Specifically, staff finds at a minimum, all of the wood posts would need to be replaced within the next ten years at an estimated cost of \$16,560. These repairs would extend the life expectancy of the pavilion but it is unknown how many years the pavilion would last after the repairs are completed. The Parks and Trails Commission recommend the council consider replacement of the entire structure in the future. The Parks and Trails Commission recommends the City remove approximately six feet off the roof this year as a temporary repair. The Council discussed the Parks and Trails Commission had to move forward this year with a temporary repair due to the number of events already scheduled. Staff will add pavilion replacement the list of projects for the 2016 budget.

MOTION by Council Member Cross, seconded by Council Member Barrows to complete the necessary repairs this year to the Loren Thompson Park pavilion. Motion carries unanimously.

COUNCIL COMMENTS

Todd Holman: Council Member Holman explained Baxter Mainstreet has had one year to develop the design of their project.

Darrel Olson: Approve Mayoral Proclamation Proclaiming April 12-18, 2015 National Volunteer Week. Mayor Olson explained he is recommending approval of the proclamation contained in the council packet. Mayor Olson recited the proclamation. Mayor Olson expressed his appreciation of the strong community involvement in various community service organizations.

MOTION by Council Member Cross, seconded by Council Member Barrows to approve the Mayoral Proclamation Proclaiming April 12-18, 2015 National Volunteer Week. Motion carries unanimously.

ADJOURNMENT

MOTION by Council Member Nystrom, seconded by Council Member Barrows to adjourn the meeting at 7:50 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator