

**BAXTER CITY COUNCIL MINUTES**  
**Special Meeting**  
**April 29, 2014**

Mayor Darrel Olson called the Special City Council Meeting to order at 6:00 p.m.

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

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: City Administrator Gordon Heitke, Assistant City Administrator/Clerk Kelly Steele, Public Works Director/City Engineer Trevor Walter, and Consulting City Engineer Aric Welch.

**Review Bids for Improvement No. 4062, the Improvement of Franklin Drive, Wildflower Drive, and Woida Road**

Mr. Welch explained seven bids were received and opened at 11:00 a.m. Pratt's Affordable Excavating, Inc. ("Pratt's") submitted the low bid for \$2,541,600.50. Pratt's bid was 12% higher than the engineer's estimate of \$2,268,169.68. Mr. Welch explained the increase in cost can be contributed to increased unit prices for dewatering, pipe, and sod. Part of the increased cost is also due to the bituminous trail, utility extension, and Section 6 ditching not being included in the original cost estimate. The estimated per lot assessment based on the low bid is \$16,262.80. This is approximately \$2,147 higher than the \$14,116 presented at the Improvement Hearing. Mr. Welch recommends the contract be awarded to Pratt's Affordable Excavating, Inc. of Merrifield, Minnesota, the lowest responsive and responsible bidder, on the basis of the unit prices as listed in the Bid Form and Bid Tabulation. Council examined ways to reduce the per lot assessment so that it is better aligned with the original estimate. Council discussed adjusting the project schedule to allow more time to review the per lot assessment. Council directed staff to review the project and to present a recommendation to reduce the per lot assessment at the May 6 Council meeting.

**Adopt Resolution No. 2014-24 Ordering Preparation of Proposed Assessment**

**MOTION** by Council Member Cross, seconded by Council Member Klein to table discussion on Resolution No. 2014-24 until May 6, 2014. Motion carried unanimously.

**Adopt Resolution No. 2014-25 Hearing on Proposed Assessment**

**MOTION** by Council Member Cross, seconded by Council Member Moser to table discussion on Resolution No. 2014-25 until May 6, 2014. Motion carried unanimously.

**Closed Meeting under Minnesota Statute 13D.05, Subd. 3(c)(3) to develop an offer for the purchase of real property**

Mr. Heitke explained the Council will be entering a closed session under Minnesota Statute 13D.05, Subd. 3(c)(3) to develop an offer to purchase real property. The parcel number to be discussed is 0331800090B0009.

**MOTION** by Council Member Cross, seconded by Council Member Holman to enter a closed session at 7:02 p.m. Motion carried unanimously.

Mayor Olson reopened the special meeting at 8:05 p.m.

**MOTION** by Council Member Cross, seconded by Council Member Holman to authorize staff to enter into a purchase agreement with Navillus Land Company to acquire Outlot B, Isle Road Office Park. Motion carried unanimously.

**MOTION** by Council Member Cross, seconded by Council Member Holman to authorize staff advance the required funds, estimated at \$103,591 based upon the Crow Wing County quote, to Crow Wing County to redeem the parcel in cooperation with Navillus, based upon a signed purchase agreement with Navillus. Motion carried unanimously.

**MOTION** by Council Member Cross, seconded by Council Member Holman to authorize staff to engage professional services to develop a plat recognizing up to a 75 foot addition to the Nystrom Development, 120 feet for the Falcon Drive storm water pond, and the remainder held by the EDA for resale, the plat will also recognize the additional seven feet of right-of-way dedicated for the future extension of Falcon Drive. Motion carried unanimously.

**MOTION** by Council Member Cross, seconded by Council Member Holman to adjourn at 8:08 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Darrel L. Olson  
Mayor

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Kelly Steele  
Assistant City Administrator/Clerk