

BAXTER CITY COUNCIL MINUTES
May 5, 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, Police Chief Jim Exsted, and Public Works Director/City Engineer Trevor Walter

PUBLIC COMMENTS

Sam Anderson, 5258 Cedardale Lane. Mr. Anderson explained MN Adult and Teen Challenge has raised funding for an expansion to their existing building. The groundbreaking ceremony is scheduled for May 29, 2015 at 2:00 p.m. Mr. Anderson explained MN Adult and Teen Challenge holds or participates in various events throughout the year including, a fishing challenge, participation in the 4th of July parade, a food booth at the Crow Wing County Fair, and the fun color run. Mr. Anderson thanked the community for their support.

Ed Winkelman, 5276 Fairview Road. Mr. Winkelman explained the railroad has starting blowing their whistle before Memorywood. Mr. Winkelman asked if the Council can make the City a no blow zone and if the City can stop the logging trucks from using their Jake Brakes during certain hours. Mayor Olson explained the City could review. Chief Exsted explained the City has looked into creating a no Jake Break zone in the past but due to high costs, the city did not follow through with it. Council Member Barrows explained the City could review installing no Jake Break signage.

Shawn Sunnarborg, Potlatch. Mr. Sunnarborg explained it seems like more times than not, the Council is looking for urban services but is promoting the opposite. It is becoming more expensive to own land in the City. Mr. Sunnarborg explained the Isle Drive assessments are \$50,000 and they are not even close to begin marketing the property. Image and curb appeal is important and Potlatch wants the same things as the City. Mr. Sunnarborg asked the City to line up the land uses and go along with the improvements.

GUEST PRESENTATION: Colonel Scott A. St., Sauver, Camp Ripley

Command Sergeant Worden explained Colonel St. Sauver was unable to attend the council meeting. Command Sergeant Worden reviewed Camp Ripley's mission statement relating to

federal, state, and local community operations. Command Sergeant Worden reviewed the summer activity calendar and explained the season is starting earlier and going later this year. Camp Ripley is hosting an open house on September 20, 2015 from 10:00 a.m. to 2:00 p.m.

CONSENT AGENDA

- A. Approve City Council Minutes from Special Meeting on April 20, 2015
- B. Approve City Council Minutes from April 21, 2015
- C. Approve City Council Work Session Minutes from April 21, 2015
- D. Approve the Payment of Bills and Finance Report
- E. Approve Permits for Retail Sales of Fireworks
- F. Approve Sale of Surplus Office Equipment
- G. Approve Resolution No. 2015-45 Ordering the Preparation of Report on Improvement for 2015 Mill and Overlay Projects
- H. Approve Resolution 2015-46 Ordering Improvement and Preparation of Plans for the 2015 Inglewood Drive Improvement Project
- I. Approve Resolution No. 2015-47 Receiving Amended Feasibility Report and Calling Hearing on Improvement for the 2015 Dellwood Drive and Novotny Road Improvement Project
- J. Approve Pratts Affordable Final Pay Estimate No. 1 for the Isle Drive Extension Clearing in the amount of \$39,189.50
- K. Approve WSB proposal to order an Excelsior Road area Traffic Study in the amount of \$17,642
- L. Approve Special Event Permit for 6th Annual Fleet Farm Baxter 4K Run on June 6th, 2015

MOTION by Council Member Cross, seconded by Council Member Barrows to approve the consent agenda with the exception of agenda item K. Motion carries unanimously.

PULLED AGENDA ITEMS

K. Approve WSB proposal to order an Excelsior Road area Traffic Study in the amount of \$17,642

Council Member Holman asked to pull agenda item K. Council Member Holman explained he submitted questions regarding the scope and would like to bring up increasing the scope of the study to include the entire corridor on Excelsior Road from Cypress Drive to Inglewood Drive.

MOTION by Council Member Holman, seconded by Council Member Barrows to approve the WSB proposal to order an Excelsior Road area traffic study in the amount of \$17,642 with an amendment to explained the traffic study area to include traffic from Inglewood to Highway 371 to the future roundabout at Cypress. Motion carries unanimously.

OTHER BUSINESS

Planning & Zoning Actions

Adopt Resolution No. 2015-48 Providing PUD Sketch Plan Comments for Baxter Mainstreet, LLC located at the northeast corner of State Highway 371 and County Road 48

Community Development Director Doty explained the applicant is requesting the review of a PUD (“Planned Unit Development”) sketch plan for the development of a 73-acre vacant site at the northeast corner of State Highway 371 and County Road 48. The proposal would include eight commercial buildings totaling 169,000 square feet, one big box anchor store of 105,000 square feet, three apartment buildings totaling 117,312 square feet, and five office buildings totaling 72,000 square feet.

Community Development Director Doty reviewed staff comments related to the request. Staff finds if a future PUD general/final plan application addresses the comments identified in the sketch review and addresses specific performance standards established through the PUD general plan process, that a mixed use development anchored by a big box retail store with other retail, office, and apartment uses could create a feature type of development in the City.

The Community Development Department recommends approval of a resolution providing informal comments on the PUD sketch plan.

The Council discussed the importance of storm water management for the project area and changing the alignment of the big box anchor so that the rear of the building is not visible from Highway 371.

Bill Beard, with Beard Group, explained he is representing the Baxter Mainstreet Group. Mr. Beard explained they tried to propose a walkable development with a small town feel, similar to what he has done in similar projects, such as in Hopkins. Mr. Beard explained he is looking forward to working with the Council on this project.

MOTION by Council Member Holman, seconded by Council Member Barrows to adopt Resolution No. 2015-48 Providing PUD Sketch Plan Comments for Baxter Mainstreet, LLC located at the northeast corner of State Highway 371 and County Road 48. Motion carries unanimously.

COUNCIL COMMENTS

Quinn Nystrom: Council Member Nystrom explained that since we do not have a council meeting next week during National Police Week, she would like to take this opportunity to express her appreciation for the grateful work the police department does. Council Member Nystrom explained a friend started Operation Thank an Officer to send thank you letters to police departments. Next week the police department will be receiving thank you letters.

Todd Holman: Council Member Holman explained due to prolonged medical leave of City Administrator Heitke, he would like to explore providing differential pay to Assistant City Administrator Steele. Council Member Holman and Council Member Barrows will explore options and make a recommendation in the future. Council Member Nystrom explained she would provide her support. Council Member Barrows explained there are additional items we should address as a task force.

Darrel Olson: Mayor Olson explained the American Legion Auxiliary is asking for permission to sell poppies again this year. Mayor Olson further explained he assumes the Council would support the sale. Public Works Director/City Engineer Walter will provide the Council with a copy of the Excelsior Road Storm Water report and will prepare to discuss it at the start of the budget session.

CITY ATTORNEY’S REPORT

City Attorney Person explained the Council will be entering into a closed session under Minnesota Statute 13D.05, Subd. 3(b) Attorney-Client Privilege.

MOTION by Council Member Barrows, seconded by Council Member Nystrom to enter into a closed session at 8:38 P.M. Motion carries unanimously.

Mayor Olson opened the regular meeting at 8:55 p.m.

MOTION by Council Member Holman, seconded by Council Member Nystrom to formally deny the appeal for park fees on Clearwater. Motion carries unanimously.

ADJOURNMENT

MOTION by Council Member Holman, seconded by Council Member Barrows to adjourn the meeting at 8:59 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk