

BAXTER CITY COUNCIL MINUTES
May 16, 2017

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, Council Members Steve Barrows and Mark Cross.

COUNCIL MEMBERS ABSENT: Council Members Quinn Nystrom and Todd Holman

STAFF PRESENT: City Administrator Bradley Chapulis, Assistant City Administrator Kelly Steele, Police Chief Jim Exsted, Community Development Director Josh Doty, Finance Director Jeremy Vacinek, and Public Works Director Trevor Walter.

PUBLIC COMMENTS

Dave Schonrock, 6056 Fairview, addressed the council regarding several concerns. Those concerns include enforcement of Fairview Road speed limits, trains horns exceeding sound regulations, and Fairview Road manhole covers not being level with the roadway. Mr. Schonrock proposed the city install four concrete barriers for the conversion of the Knollwood crossing into a silent crossing.

CONSENT AGENDA

- A. Approve City Council Minutes from May 2, 2017
- B. Approve City Council Work Session Minutes from May 2, 2017
- C. Approve City Council Special Minutes from May 8, 2017
- D. Approve the Payment of Bills and Finance Report
- E. Accept the Donation of 36 Kidde Smoke Detectors from Home Depot for Distribution at the Night to Unite Event
- F. Approve Revised Agreement with Richard Dean allowing two temporary structures and an extension of legally non-conforming status for Dean's Auto Salvage located at 12742 Evergreen Drive
- G. Adopt Ordinance 2017-003 Amending Title 1-7-3 of the Baxter City Code Establishing Polling Places
- H. Accept Planning Commission Minutes from May 9, 2017
- I. Accept Utilities Commission Minutes from May 3, 2017
 1. Approve the KLM Proposal for Design Build Professional Services for the 2018 North Water Tower Rehabilitation Project in the lump sum amount of \$1,035,183.00 with payment over a three year period of 2018, 2019 and 2020 as per the contract.
 2. Approve the KLM Proposal to Perform Clean-Out and Disinfection of the South Water Tower in the spring of 2018 in the lump sum amount of \$4,615.00.
 3. Accept the KLM Engineering Clearwell Reservoir Inspection Summary Report.
 4. Approve the Advanced Engineering Sewer PLC Upgrade Professional Services Contract in the amount of \$26,500.00 with installation of the non-proprietary Allen-Bradley PLC's and removal of the Quality Flow proprietary system.

5. Award the 2017 Chip Seal Project to ASTECH Corporation of St. Cloud, MN in the amount of \$394,969.98.
6. Approve the Milling and Overlay of stripping at an estimated amount of \$30,000.00 and recommend with the funds to come out of the 2017 Chip Sealing Budget.
7. Amend the Annual Chip Sealing Budget to include \$30,000.00 annually for mill and overlay of stripping.
8. Approve the SEH Agreement for Professional Services for the 2017 Lift Station No. 3 Reroute Project – BNSF Property Acquisition Support in the Not to Exceed amount of \$3,500.00.
9. Approve replacing all storm sewer pipe and structures under Fairview Road and Cypress Drive north of T.H. 210 in conjunction with the respective street reconstruction projects.
10. Approve waiting three (3) years (2020) and re-televiser the concrete sanitary sewer interceptor, but start to incorporate the estimated repair cost (\$600,000) into the Capital Improvements Plan for 2021 or beyond.
11. Approve the SEH, Inc. Agreement for Professional Services Contract Amendment for the 2018 Cypress Drive Phase II Environmental Site Assessment (ESA), Borings and Part II of the FHWA Environmental Review and Documentation Process, and Additional Private Utility Coordination and Survey in the Not to Exceed amount of \$53,244.00.
12. Approve the Ludenia Appraisal Quote for the 2018 Cypress Drive Improvements Project for Parcel No. 8 in the amount of \$2,750.00 & Parcel No. 19 in the amount of \$1,750.00.
13. Approve the Excelsior Road Right-of-Way Plat No. 10.
- J. Appoint Mr. Christian Ornelas to the Parks and Trails Maintenance Position at Grade 3, Step 1 of the AFSCME Employee Schedule.
- K. Approve Appointments for the Seasonal Position of Park Attendant and Public Works Maintenance.

MOTION by Council Member Cross, seconded by Council Member Barrows to approve the Consent Agenda. Motion carried unanimously.

OTHER BUSINESS

PLANNING AND ZONING ACTIONS

Adopt Resolution 2017-040 Approving a Conditional Use Permit for 4847 Mapleton Road to allow an approximately 2,160 square foot accessory pole barn and cumulative accessory structure square footage to exceed 1,800 square feet.

Community Development Director Doty presented the request to the council.

MOTION by Council Member Barrows, seconded by Council Member Cross to adopt Resolution 2017-040 Approving a Conditional Use Permit for 4847 Mapleton Road to allow an approximately 2,160 square foot accessory pole barn and cumulative accessory structure square footage to exceed 1,800 square feet. Motion carried unanimously.

Adopt Resolution 2017-041 Approving Conditional Use Permits and Variances for 12868 Knollwood Dr. to allow for the expansion of a deck and the construction of a pergola on a nonconforming riparian lot

Community Development Director Doty presented the request to the council.

MOTION by Council Member Barrows, seconded by Council Member Cross to adopt Resolution 2017-041 Approving Conditional Use Permits and Variances for 12868 Knollwood Dr. to allow for the expansion of a deck and the construction of a pergola on a nonconforming riparian lot. Motion carries unanimously.

Approving the following for Chad Kinate for property located at 13081 Kingwood Drive

Community Development Director Doty presented the request to the council.

PUBLIC HEARING TO VACATE RIGHT-OF-WAY

Mayor Olson opened the public hearing at 7:28 p.m. Hearing no comments, Mayor Olson closed the public hearing at 7:28:30.

MOTION by Council Member Cross, seconded by Council Member Barrows to adopt Resolution 2017-44 vacating right-of-way located between 13081 Kingwood Drive and Kingwood Drive. Motion carries unanimously.

MOTION by Council Member Barrows, seconded by Council Member Cross to adopt Resolution 2017-042 approving Preliminary and Final Plat to be named “Veilchenholz Umwelt-See Zuhause” to consolidate two existing parcels into one parcel and to adopt Resolution 2017-043 approving Conditional Use Permit to allow grading in a shoreland district. Motion carries unanimously.

COUNCIL COMMENTS

Steve Barrows – Council Member Barrows wanted to recognize Police Officer Memorial Day.

CITY ADMINISTRATOR COMMENTS

City Administrator Chapulis reminded the council of the May 30, 2017 mill and overlay work session. Notices of the special work session were mailed to all the effected property owners.

MOTION by Council Member Cross, seconded by Council Member Barrows to enter into a closed session at 7:30 p.m. under Minnesota Statute 13D.03, Labor Negotiations. Motion carries unanimously.

MOTION by Council Member Barrows, seconded by Council Member Cross to direct staff and the Mayor to execute the 2017-2018 LELS collective bargaining agreement. Motion carries unanimously.

ADJOURNMENT

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn at 7:41 p.m. to the Special Work Session on May 30, 2017 at 6:00 p.m.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator