

**BAXTER CITY COUNCIL MINUTES**  
**Special Meeting**  
**May 28, 2014**

Mayor Darrel Olson called the City Council Work Session to order at 5:36 p.m. for the purposes of continuing discussion related to the development of the five year Capital Improvements Plan and a closed meeting under Minnesota Statute 13D.05, Subd. 3(c)(3) to develop an offer for the purchase of real property.

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

COUNCIL MEMBERS ABSENT: Mark Cross and Todd Holman (arrived at 5:55 p.m.)

STAFF PRESENT: City Administrator Gordon Heitke, Public Works Director/City Engineer Trevor Walter, Assistant City Administrator/City Clerk Kelly Steele, and Finance Director Jeremy Vacinek.

**CONTINUED DISCUSSIONS RELATED TO THE DEVELOPMENT OF THE FIVE YEAR CAPITAL IMPROVEMENTS PLAN**

Council reviewed potential projects to be undertaken over the next five years, which Finance Director Vacinek determined would not affect the City's debt service levy. Staff will have a conversation with the city of Brainerd to see if there is interest in Brainerd providing services to the Eagle Drive and Eagle Ridge Drive properties. The Council consensus was to move the Eagle Drive and Eagle Ridge Drive project from 2015 to 2016 to allow additional time for review. The Council discussed moving the Conservation Drive project, along with the trail, from 2017 to 2015. Crow Wing County and City cooperation is needed on the Dellwood design project. The County has the project scheduled in 2015 and has designed the project two ways. The City is waiting for the County to formalize their plan. The Council agreed the remaining projects identified in 2014 and 2015 would continue as scheduled. BNSF has not formally denied the City's crossing application.

Don Waxberg, Country Club Estates, inquired how assessments will be calculated when Golf Course Drive is completed. Finance Director Vacinek explained the commercial area will be assessed based upon a lineal foot calculation, and each townhome unit will pay a per unit cost based upon the lineal foot rate for the entire association. Staff will review reconstructing Golf Course Drive to include curb, gutter, streetlights, and a uniform width.

The Council considered a list of eighteen potential projects for inclusion into the five year Capital Improvement Plan. The Council agreed to study the placement of a sidewalk on the backside of Dellwood and Edgewood. The placement and maintenance of a pedestrian bridge across 371 was discussed. The Council agreed to tentatively schedule a feasibility study for the 371 corridor in 2015. Finance Director Vacinek will add potential 2019 projects to the Capital Improvement Plan.

**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 would be entering a closed session under Minnesota Statute 13D.05, Subd. 3(c)(3) to discuss 6646 Woida Road and 14981 Franklin Drive.

**MOTION** by Council Member Moser, seconded by Council Member Holman to enter into a closed session at 8:27 p.m. Motion carried unanimously.

Mayor Olson opened the regular meeting at 8:35 p.m.

**MOTION** by Council Member Holman, seconded by Council Member Klein to make an offer discussed in the closed session for 6646 Woida Road. Motion carried unanimously.

**MOTION** by Council Member Holman, seconded by Council Member Moser to make an offer discussed in the closed session for 14981 Franklin Drive. Motion carried unanimously.

**MOTION** by Council Member Moser, seconded by Council Member Holman to close the work session at 8:36 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