

**BAXTER CITY COUNCIL MINUTES**  
**June 2, 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, City Administrator Gordon Heitke, Police Chief Jim Exsted, and Public Works Director/City Engineer Trevor Walter

**GUEST PRESENTATION**

Sheila Haverkamp, Brainerd Lakes Area Economic Development Corporation (“BLAEDC”), presented the 2014 annual report and spoke of projects. Ms. Haverkamp mentioned the many home based businesses located in Baxter. This past year BLAEDC updated its video promoting economic development opportunities in the area.

**CONSENT AGENDA**

- A. Approve City Council Minutes from May 19, 2015
- B. Approve City Council Work Session Minutes from May 19, 2015
- C. Approve City Council Special Meeting Minutes from May 21, 2015
- D. Approve the Payment of Bills and Finance Report
- E. Approve Liquor License for the Period July 1, 2015 through June 30, 2016
- F. Approve Appointment for Public Works Seasonal Position of Park Attendant
- G. Approve Temporary Liquor License for the Northland Arboretum’s event on July 15, 2015
- H. Approve Purchase of Ricoh Multifunction Device from Metro Sales
- I. Approve Amendment to the Personnel Policy Regarding Employee Leave
- J. Approve Resolution 2015-57 Ordering Improvement and Preparation of Plans for the 2015 Dellwood Drive/Novotny Road Improvement Project
- K. Approve Resolution 2015-58 Approve Plans and Specifications and Ordering Advertisement for Bids for 2015 Dellwood Drive/Novotny Road, Inglewood Drive, and Independence Road Improvement Projects
- L. Accept Parks & Trails Commission Minutes from May 18, 2015

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

## **PULLED AGENDA ITEMS**

### **A. Approve City Council Minutes from May 19, 2015**

Council Member Cross asked to pull agenda item A. to clarify his motion to approve the Comprehensive Plan was to include the addition of a multi-purpose community center.

**MOTION** by Council Member Cross, seconded by Council Member Holman to approve the minutes as written. Motion carries unanimously.

## **COUNCIL COMMENTS**

**Steve Barrows:** Council Member Barrows explained he participated in the diabetes fundraising bike event.

**Todd Holman:** Council Member Holman suggested celebrating the Woida Road project with a ribbon cutting and bike ride on the trail. A newsletter article should be included in the next newsletter to promote.

**Mark Cross:** Council Member Cross explained he would like to further the community center discussion.

**MOTION** by Council Member Cross, seconded by Council Member Barrows to direct planning staff to clean up language for a community center and take to the Long Range Planning Commission. Motion carries unanimously.

**Darrel Olson:** Mayor Olson explained the Long Range Planning Commission could decide if they want to add the community center language to the Comprehensive Plan.

## **CITY ADMINISTRATOR'S REPORT**

City Administrator Heitke explained he is happy to return to work.

## **CITY ATTORNEY'S REPORT**

City Attorney Person explained the Council will be entering into a closed session under Minnesota Statute 13D.05, Subd. 3 (c) Land Acquisition.

**MOTION** by Council Member Cross, seconded by Council Member Barrows to enter into a closed session at 7:35 P.M. Motion carries unanimously.

**MOTION** by Council Member Cross, seconded by Council Member Barrows to return to the open session at 7:52 p.m. Motion carries unanimously.

**MOTION** by Council Member Cross, seconded by Council Member Nystrom to purchase property at the negotiated amount \$7,700 for a drainage ditch. Motion carries unanimously.

**ADJOURNMENT**

**MOTION** by Council Member Cross, seconded by Council Member Barrows to adjourn the meeting at 7:43 p.m. to the June 3, 2015 Mill and Overlay Improvement Hearing. Motion carries unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator/Clerk