

BAXTER CITY COUNCIL MINUTES

August 1, 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 Quinn Nystrom, Todd Holman, Steve Barrows, and Mark Cross.

COUNCIL MEMBERS ABSENT: None.

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

GUEST PRESENTATIONS

Presentation of CenterPoint Energy Grant

Perry Schmidt of CenterPoint Energy presented the City with a check for \$550 for the purchase of medical bags and supplies to be used by the police department.

MOTION by Council Member Cross, seconded by Council Member Nystrom to accept the CenterPoint Energy grant of \$550 for the purchase of medical bags and supplies. Motion carried unanimously.

Introduction of newly crowned Baxter United States Queens for 2017-2018

Bill Musel, co-director of the Ms. United States organization, explained each of the newly crowned queens would introduce themselves. Karlie Ray, Ms. Jr. Teen Baxter United States, explained her platform is to volunteer in the community. Kaytlin Hart, Miss Teen Baxter explained her platform is to raise awareness on anxiety disorders. Nicole Harris, Miss Baxter, explained her platform is to increase support for military families.

Mayor Olson thanked the Baxter Lions for their support of the Baxter pageant.

CONSENT AGENDA

- A. Approve City Council Minutes from July 18, 2017.
- B. Approve City Council Work Session Minutes from July 18, 2017.
- C. Approve the Payment of Bills and Finance Report.
- D. Accept \$500.00 donation from Baxter Lions Club for Baxter Night to Unite Event.
- E. Approve Taxi License for Baker Transportation Inc. d/b/a Elite Taxi for licensing period August 2, 2017-June 30, 2018.
- F. Accept Park Commission Minutes from July 24, 2017.
- G. Accept Long Range Planning Commission Minutes from July 24, 2017.
- H. Approve Memorial Bench trail location map and revised Memorial Bench Application.

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

MOTION by Council Member Cross, seconded by Council Member Nystrom to approve the memorial bench trail location map and revised memorial bench application. Motion carried unanimously.

OTHER BUSINESS

Planning and Zoning Actions

Adopt Ordinance No. 2017-007, Summary Ordinance No. 2017-008 and Findings of Fact Resolution 2017-075 approving an ordinance amending the text of Title 4, Title 10, and Title 11 of the City Code

Community Development Director Doty explained the agenda item was previously tabled to provide staff with additional time to conduct further research. Subsequently a memo containing the additional research has been prepared. The memo provides an alternative, for council consideration, of a one-way drive aisle adjacent to drive through lanes. The Planning and Zoning Commission has made a recommendation for a 14' drive aisle. A business owner has made a request for a 12' drive aisle. The City's consulting traffic engineer reported a 12' drive aisle could function, but when located on a corner, the drive aisle would require review of turning radius calculations. The turning calculations would be reviewed by staff and approved by council. The turning radius would need to meet needs of both service trucks and vehicles pulling trailers.

Kevin Dens, a partner, reviewed the history of the Northwood Plaza property. Mr. Dens explained the Northwood Plaza property needs a 12' drive through aisle if the building would add a drive through business in the future. Mr. Dens further explained if a vehicle is in que in a drive through and decides to leave, they have to wait their turn to exit. Mr. Dens cautioned the council to draft an ordinance which accommodates every situation is not good. Mr. Dens cited examples of drive through widths at Brainerd Savings and Loan and Bremer Bank. Mr. Dens explained the drive through is located closest to the building, not the edge, so there is some room yet for vehicle circulation. Mr. Dens explained the extra pavement is not good for the environment or the community; a by-pass lane is a courtesy.

Council Member Cross explained the City's has to write an ordinance to fit as many situations as possible and if a situation does not conform to the ordinance, there is a process for the property owner to go through if they need a different result.

MOTION by Council Member Barrows, seconded by Council Member Cross to adopt Option #2 with 10' and 12" wide turning lanes and the requirement of a turning radius review process calculation. Motion carried unanimously.

MOTION by Council Member Barrows, seconded by Council Member Cross to adopt Ordinance No. 2017-007, Summary Ordinance No. 2017-008 and Findings of Fact Resolution 2017-075 approving an ordinance amending the text of Title 4, Title 10, and Title 11 of the City Code. Motion carried unanimously.

COUNCIL COMMENTS

Mark Cross - Reminded motorists to watch out for motorcycles.

Darrel Olson – Thanked the council and staff for the Music in the Park and reminded everyone to attend Night to Unite.

CITY ADMINISTRATOR COMMENTS

City Administrator Chapulis explained the mill & overlay and full depth reclamation and Excelsior Road residential area assessment hearings are scheduled for 6 p.m. and 7:30 p.m. on August 10. The joint council meeting with the city of Brainerd will be held on August 14 at 6 p.m. at Prairie Bay. In the next few days, there should be an agenda to share with council.

CITY ATTORNEY COMMENTS

Attorney Person explained the council would be entering into a closed session under Minnesota Statute 13D.05, subd. 3 (c) to discuss the purchase of property.

Closed Session, Minnesota Statute 13D.05, subd. 3 (c), Purchase of Property

MOTION by Council Member Cross, seconded by Council Member Barrows to enter into a closed session at 7:33 p.m. Motion carried unanimously.

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

Attorney Person explained the council census during the closed session is to accept the offer to purchase the small right-of-way property along Kenwood Drive.

MOTION by Council Member Holman, seconded by Council Member Barrows to accept the offer for the purchase of right-of-way along Kenwood Drive. Motion carried unanimously.

ADJOURNMENT

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn at 7:53 p.m. to the August 8 Night to Unite event. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator