

**BAXTER CITY COUNCIL MINUTES**  
**Special Meeting**  
**August 3, 2015**

Mayor Darrel Olson called the Special City Council Meeting to order at 6:38 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson and Council Members Steve Barrows and Todd Holman

COUNCIL MEMBERS ABSENT: Council Member Quinn Nystrom and Mark Cross

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

Scott Hedlund, SEH, reviewed the project location of the 2015 mill and overlay improvement project. The projected final project cost is \$2,542,385. This amount is less than the preliminary project cost however, the preliminary cost include the project area of Clearwater Road between Dellwood Drive and Golf Course Drive, which has been removed from the project.

Assessments are based on benefitting footage for full depth reclamation by the subproject area. The City pays for the cost of improvements on one side of TH 210 and TH 371 frontage roads where there is no abutting private property, and extra cost for road widths over 44 feet with other city revenue sources.

The full depth reclamation projects costs are assessed at 100% of the cost as per the City's assessment policy. Assessment payments are collected annually with property taxes. Full depth reclamation projects are assessed for a period of twelve years. Final special assessments are estimated to be 63% assessed and 37% city cost. Mr. Hedlund summarized the City's assessment policy. There is a different assessment rate for different sections of the project area due to street width, thickness, traffic volume, and type of traffic.

Construction is expected to begin on August 10 and be completed in October. Access will be maintained at all times during construction.

During construction, delays, dust, detours, and inconveniences can be expected. Portions of the project area will be closed to through traffic. Portions of the project will be constructed under traffic. Property owner and patron access will be maintained throughout the course of the construction.

Mayor Olson opened the public hearing at 6:47 p.m. With no comments received, Mayor Olson closed the public hearing at 6:47:15 p.m.

Public Works Director/City Engineer Walter explained the City received an email from Mills regarding the assessment allocation to Aldi.

The next steps would be for the Council to consider adopting the assessment roll resolution tomorrow night during the regular council meeting. The Council would need to award the project to Anderson

Brothers. A public informational meeting will be held on Monday with the contractor. During this meeting, property owners will have an opportunity to have their questions related to the project answered.

**MOTION** by Council Member Holman, seconded by Council Member Barrows to adjourn at 6:48 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

---

Darrel Olson  
Mayor

---

Kelly Steele  
Assistant City Administrator/Clerk