

BAXTER CITY COUNCIL MINUTES
Work Session
August 16, 2016

Mayor Darrel Olson called the Work Session to order at 6:00 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson, Council Members Quinn Nystrom, Steve Barrows, Todd Holman and Mark Cross.

COUNCIL MEMBERS ABSENT: None.

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

K9 PROGRAM DISCUSSION

Chief Exsted gave a brief review of the K9 Program memo that was in the works session packet. The discussion on the future of the city's K-9 program was appropriate now given the budget discussions that are currently underway.

Chief Exsted stated that Sgt. Matt Maier's K-9 partner Gator recently celebrated his birthday and is nearing the end of his working life. Chief Exsted stated the department runs an outstanding program and a lot of that is due to Sgt. Maier's work with Gator and hopes that the council would be in favor of continuing this program as it has been a wonderful asset to both the community and the department.

Chief Exsted would like to see the program continue and inquired on the council thoughts. Mayor Olson stated the department has put a great program together and inquired if we have a person who will do it? Chief Exsted stated there is some interest but he has not posted the position until this discussion was held with the council.

Chief Exsted stated that with council approval the next steps would be to post the K-9 position internally. A candidate or candidates would meet with both Chief Exsted and Officer Maier to find out what the position takes and to make sure the experienced K-9 handlers are comfortable going forward as well.

Mayor Olson inquired what is the real cost when we are helping other departments. Chief Exsted stated that with Brainerd having its own K-9 unit, Officer Maier no longer gets the calls for assistance he used to. Officer Maier stated that Officer Gator has been part of bringing in approximately \$60,000.00 in cash seizures and more than a dozen vehicles. Chief Exsted noted there is room for discussion as to whether that may have happened anyway if Officer Gator was there or not at least for part of it. Chief Exsted said Gator has been a valuable tool but he'd hesitate to define that value with a monetary figure.

Council Member Barrows stated that he is in full support of the continuing the program and appreciated everything the department has been doing. Council Member Cross stated he has been a big proponent since day one.

Chief Exsted stated the City received a significant increase in bear activity calls. The MN DNR has requested the department remind residents that bears are attracted to things such as bird feeders, dumpsters, garbage cans or any source of food typically not found in the wild. The DNR states that by limiting the availability of food sources the bears will not remain in the area long.

There are private individuals who trap and relocate bears; however, the department is still waiting for costs associated with this option. Chief Exsted will pass on these costs on to the council once they are known. The department will take action if it becomes a public safety issue but just the presence of the bear does not constitute a public safety issue.

Council Member Nystrom stated that she has received several of these calls and the department has been very helpful with questions and concerns.

KIMBERLY DRIVE/DAKAR ROAD RIGHT-OF-WAY

Community Development Director Doty explained a building permit application has been received for a single family home located on a 10-acre parcel located south of Rockrose Drive and east of Cherrywood Drive which abuts a dead-end street.

The submittal of this building permit has raised questions about future public roadways to serve the development of this area of the City. The owner has submitted a building permit but has not submitted a plat to subdivide the parcel so the City has no ability to require dedication of right-of-way for a future east/west public street connecting Kimberly Drive to Dakar Road.

Mr. Doty reviewed the options that are available:

Option One

The City Council could direct staff to prepare an offer for the City to purchase the North 40 feet of the applicant's property to secure a portion of the future right-of-way. The property is 300 feet wide, which equates to the purchase of 12,000 square feet of land. It should be noted that if the owners subdivide in the future, the City could secure the right-of-way with a plat with no additional cost to the City. However, there are no guarantees that the applicant will subdivide in the future.

Option Two

The City Council could direct staff to move forward with an application to officially map the public street corridor. Official mapping recognizes the roadway corridor and allows a more detailed future transportation plan for undeveloped areas. However, official mapping can right of way that could be otherwise dedicated with future platting.

Staff finds that this particular permit identifies a house location that would not be in conflict with the future east/west public street right-of-way. The home is proposed in a strategic location to allow

the potential future development of the property at an urban density. The only improvement identified with the permit within the future east/west street right-of-way is the residential private driveway.

Option Three

This City Council could direct staff to do nothing and wait for future plat applications to collect the future public street right-of-way.

Council Member Holman stated he is a frequent proponent of official mapping. He thought the City should move forward with Options No. 2 and 3 proceeding with the house permit, which is allowed by ordinance and in a parallel time fashion move forward with officially mapping the southerly section of the map.

Council Member Nystrom concurred with Option No. 2 so we have the mapping and the property owner can move forward with their request.

Council Member Barrows inquired if the homeowner aware of the situation? Mr. Doty stated he had spoken to the builder and that information was passed onto the property owner. The City has been upfront with all inquiries on this parcel of land.

Council Member Cross inquired how comfortable is staff with the comprehensive plan and transportation map is this as a future corridor and is this enough? Mr. Doty stated that it provides a guide but it is not a concrete boundary and the official mapping will define that right-of-way.

Mr. Doty stated that staff will bring back a proposal for council consideration.

2016 MILL & OVERLAY, FULL DEPTH RECLAMATION AND RIGHT TURN LANE IMPROVEMENT PROJECT

Public Works Director/City Engineer Walter highlighted the memo submitted by WSN Consulting Engineer Welch. Council Member Holman inquired if besides the additional bituminous patching and in addition to a time extension request will there be any additional change orders?

WSN Consulting Engineer Welch explained that John Street was thought for a change order but found it is in good shape, jetted and add an apron. Maplewood Drive has no change orders except end treatment at the lake.

Madeline Drive had a much thinner bituminous pavement than anticipated with areas so thin that no bituminous remained after milling operations were completed. After reviewing options and costs it was decided to overlay the entire surface. Mr. Welch stated there will not be any change order, just an over run of bituminous cost.

Mr. Welch reviewed the requested costs to pave the main roadways in the Baxter Cemetery. The estimate to prep and pave the roadways to a 12” with and 1.5 inch depth is \$15,860.00. The contractor has stated they would pave the cemetery for the same unit bid costs as the mill and overlay.

Mr. Welch reiterated that contractor will be submitting for an additional time extension for additional driveway work, bituminous patching and weather delays. The substantial completion date is August 26th and the contractor still plans on having all roadways paved by the 26th. The extension will only be necessary to complete to required shouldering and cleanup work.

Project costs were reviewed and the budget is in good shape. Contingency funds will be for additional ditching, bituminous patching and overruns on bituminous quantities.

Mayor Olson returned the discussion back to the cemetery. Mayor Olson is favor of the timing and price is right. Council Member Cross agreed the time and price is right and funding will have to come from the city budget.

Council Member Holman inquired on Class 5 and subgrade. Mr. Welch stated he felt there was an adequate amount already existing on the roadway to allow pavement. Mr. Walter stated that Mr. Otremba has reviewed the roadways and has no concerns. Parks and Trails staff will complete the shouldering in the cemetery.

Council Member Holman also agreed the timing and price is right and was in favor of the project.

Finance Director Vacinek verified with the bond council that because this is not part of the original project it was recommended having the contractor invoice the city separately for the bituminous work. The cemetery has \$10,000.00 in the capital equipment fund to pay for a significant portion of the project.

ADJOURNMENT

MOTION by Council Member Holman, seconded by Council Member Barrows to adjourn at 6:42 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Mary Haugen
Administrative Assistant