

**BAXTER CITY COUNCIL MINUTES**  
**Work Session**  
**October 18, 2016**

Vice Mayor Todd Holman called the Work Session to order at 6:30 p.m.

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

COUNCIL MEMBERS ABSENT: Mayor Darrel Olson.

STAFF PRESENT: Interim City Administrator Kelly Steele, Community Development Director Josh Doty, Finance Director Jeremy Vacinek, IT/GIS Director Todd DeBoer, and Public Works Director Trevor Walter.

**WSN PROPOSAL FOR ENGINEERING SERVICES FOR THE FORESTVIEW AREA  
STORMWATER OUTLET STUDY**

WSN Consulting Engineer Welch reviewed the WSN Proposal to prepare a preliminary stormwater study to investigate a potential outlet/overflow to the isolated wetlands located near the intersection of Highland Scenic Road (CSAH 48) and Evergreen Drive.

The proposal for the stormwater study came after a homeowner request due to the precipitation the City has experienced over the last several months, surface water and ground water elevations within the City are nearing an all-time high. WSN is aware that some outlet ditching work was completed by a private developer roughly around the time the property was platted in 1991. Evidence of the ditch is still visible through the First Addition to Mississippi Bluffs.

The large wetland complex located west of Evergreen Drive is directly connected to the smaller wetland located south of CSAH 48 and east of Scenic River Drive. These wetlands are located at the bottom of the immediate watershed area and rising water levels are beginning to pose a threat to adjacent developed and undeveloped properties.

The catch basins in the loading dock areas along College Road, Dogwood Drive and Goedderz Road have water that is either standing in the loading dock areas or recedes to about 2" to 6" below the top of the grate. Several business owners have expressed concern over the high water and one business owner has already spent over \$10,000.00 repairing his loading docks.

The public works department has been pumping the water to the south pond in Industrial Park Phase III to assist with the water situation. The south pond did rise during the pumping; however, the levels have gone back down since the City did not pump water over the weekend.

Council Member Cross inquired if the cost can be assessed across benefitting commercial properties? Public Works Director Walter stated it could be considered as a capital project and done as an area wide assessment.

Council Member Holman inquired if this was surface water or ground water condition? WSN Consulting Engineer Welch stated he thought it was more of a drainage issue. Council Member

Holman inquired if this would require an environmental review? Mr. Welch stated this would be covered in the proposed study. Council Member Holman inquired if the intent is that before we would start any construction would be to look at assessing private property, initial cost storm water fund and future assess. Mr. Walter stated the first step is to talk to the landowners.

**WSN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE 2016 MILL & OVERLAY, FULL DEPTH RECLAMATION AND RIGHT TURN LANE CONSTRUCTION PROJECT**

WSN Consulting Engineer Welch reviewed the fee amendment request for additional work that was above and beyond the original scope of the project.

City Council had no questions for the project engineer.

**DAKOTA SUPPLY GROUP CHANGE ORDER NO. 1 FOR THE 2016 FIXED NETWORK WATER METER REPLACEMENT PROJECT**

GIS/Is Director DeBoer gave a brief review on the meter quantities that need adjustment, necessary wire and time extension for the meter replacement project.

City Council had no question for the GIS/IS Director.

**ANDERSON BROTHERS CONSTRUCTION CHANGE ORDER NO. 2 FOR THE 2016 GOLF COURSE DRIVE IMPROVEMENTS PROJECT**

Bolton & Menk Consulting Engineer Rardin reviewed the change order for the 2016 Golf Course Drive Improvements Project.

City Council had no questions for the project engineer. Council Member Barrows stated this was a nice project.

**SEH/BRAUN INTERTEC CONTRACT FOR SOIL BORINGS FOR THE 2018 CYPRESS DRIVE IMPROVEMENTS PROJECT**

SEH Consulting Engineer Hedlund gave a brief review of the geotechnical evaluation for the 2018 Cypress Drive Improvements Project.

City Council had no questions for the project engineer.

**ADJOURNMENT**

**MOTION** by Council Member Cross, seconded by Council Member Nystrom to adjourn at 6:46 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

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Todd Holman  
Vice Mayor

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Mary Haugen  
Administrative Assistant