

BAXTER CITY COUNCIL MINUTES
November 7, 2017

1. Call Meeting to Order

Mayor Darrel Olson called the meeting to order at 7:00 p.m.

2. Roll Call

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

Staff present: City Administrator Bradley Chapulis, Assistant City Administrator Kelly Steele, Finance Director Jeremy Vacinek, and Police Chief Jim Exsted

3. Pledge of Allegiance

All joined in the Pledge of Allegiance

4. Additions or Changes to the Agenda

None.

5. Public Comments

Scott Harrison, 14270 Memorywood Drive. Mr. Harrison expressed concern over the high-water level on White Sand Lake. The high-water levels can be attributed to the clearing of debris around the dam located between White Sand Lake and Red Sand Lake. Within seven days the water level on White Sand Lake rose one and one-half inch. The lake level is the highest he has seen since 1987. Eighteen property owners have water in their basement and other property owners are sandbagging to keep the water away. The DNR has been observed reviewing the lake level. Mr. Harrison requested something be done to reduce the water levels sooner than later. There is no outlet for White Sand Lake.

Dan Larson, President of the White Sand Lake Association explained White Sand Lake is at its highest level in forty years. The lake level seems to fluctuate every ten years. The only solution is to lower the lake level.

Loren Beilke, 13971 Kenwood Drive. Mr. Beilke asked the City to take a leadership role in resolving the high-water level.

City Administrator Chapulis explained a meeting is being scheduled with the various government agencies to discuss the concerns.

6. Consent Agenda

- A. Approve City Council Minutes from October 17, 2017**
- B. Approve City Council Work Session Minutes from October 17, 2017**
- C. Approve City Council Emergency Minutes from October 31, 2017**
- D. Accept EDA Minutes from October 17, 2017**
- E. Approve the Payment of Bills and Finance Report**

- F. Approve Appointments for the Seasonal Position of Warming House Attendant for the 2017-2018 Season**
- G. Accept Donation of \$300 From Lakes Area Law Enforcement Association With Gratitude**
- H. Accept the Crow Wing Energized Grant for \$500 to Baxter Police Department**
- I. Authorize Contract Execution for Employee Dental Insurance Renewal**
- J. Accept the Utilities Commission Minutes from November 1, 2017**
 - 1. Approve the 2017 North Water Tower Plans & Specifications with two changes to the scope of work, changes to coatings 7.1 and 7.3 to match 7.2, remove KLM drawing 56B in the details sheet and relabel WSN Detailed Drawing No. 3**
 - 2. Approve the Bolton and Menk Engineering Services Fee Amendment for the 2017 Chip Seal Improvements Project in the increased amount of \$14,000.00**
 - 3. Accept the 2019 Greenwood Road Improvements Feasibility Report**
 - 4. Approve the SEH Master Agreement and Supplemental Letter Agreement for General Engineering Services**
 - 5. Approve the Tri-City Paving Inc. Change Order No. 2 in the amount of \$12,705.52 for the 2017 Mill & Overlay and Full Depth Reclamation Improvements Project and 2017 Excelsior Road Residential Full Depth Reclamation Improvements Project**
 - 6. Approve the Tri-City Paving Inc. Partial Pay Estimate No. 2 in the amount of \$371,870.32 for the 2017 Mill & Overlay and Full Depth Reclamation Improvements Project and 2017 Excelsior Road Residential Full Depth Reclamation Improvements Project**
 - 7. Accept the Annual Water Audit Implementation Report.**
 - 8. Accept the City Specifications and Construction Details contingent on the removal of the old detail sheet**
 - 9. Enter into the Cross-Jurisdictional Maintenance Agreement Between Crow Wing County and City of Baxter**
 - 10. Approve the Right-of-Way Limited Use Agreement to maintain an existing drive isle and replace an existing sign for Lakewood Church at 6284 Fairview Road**

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

7. Pulled Agenda Items

None.

8. Other Business

- A. Adopt Resolution 2017-109 Calling a Public Hearing Regarding Designation of the Brainerd Lakes Area Economic Development Corporation as the City's Local Development Organization**

City Administrator Chapulis explained at the last meeting the council asked BLAEDC to be present to answer questions. Tyler Glenn with BLAEDC is here to answer questions regarding the unified fund. The City is required to hold a public hearing before transferring funds to the LDO. The council was provided a written response to several questions previously asked.

B. **MOTION** by Council Member Nystrom, seconded by Council Member Holman to Adopt Resolution 2017-109 Calling a Public Hearing Regarding Designation of the Brainerd Lakes Area Economic Development Corporation as the City's Local Development Organization. Motion carried unanimously.

9. Council Comments

Mark Cross: Reminded everyone of the All Veterans Memorial dedication on Saturday, November 11 at 11 a.m.

10. City Administrator's Report

City Administrator Chapulis explained NJPA has an open seat on their board of directors and asked council members to inform him of their interest in the seat.

11. City Attorney's Report

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

City Attorney Person asked the council to motion to enter into a closed session under Minnesota Statute 13D.05, subd. 3 (c) to discuss the purchase of property.

MOTION by Council Member Cross, seconded by Council Member Barrows to enter a closed session under Minnesota Statute 13D.05, subd. 3 (c) at 7:43 p.m. Motion carried unanimously.

MOTION by Council Member Cross, seconded by Council Member Nystrom to return to an open session at 8:23 p.m. Motion carried unanimously.

12. Adjourn

MOTION by Council Member Cross, seconded by Council Member Nystrom to adjourn at 8:24 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator