

BAXTER CITY COUNCIL MINUTES
November 7, 2018

1. Call Meeting to Order

Mayor Darrel Olson called the meeting to order at 7:04 p.m.

2. Roll Call

Mayor Darrel Olson and Council Members Steve Barrows, Todd Holman, and Mark Cross were present. Council Member Quinn Nystrom was absent.

Administrator Brad Chapulis, Finance Director Jeremy Vacinek, Assistant City Administrator Kelly Steele, Public Works Director Trevor Walter, Police Chief Jim Exsted, and Community Development Director Josh Doty were present.

3. Pledge of Allegiance

All joined Mayor Darrel Olson in the Pledge of Allegiance

4. Additions or Changes to the Agenda

City Administrator Chapulis explained there are none.

5. Public Comments

None.

6. Consent Agenda

- A. Approve City Council Minutes from October 16, 2018
- B. Approve City Council Work Session Minutes from October 16, 2018
- C. Approve City Council Special Minutes from October 30, 2018
- D. Approve the Payment of Bills and Finance Report
- E. Approve Appointments for the Seasonal Position of Warming House Attendant for the 2018-2019 Season
- F. Authorize Contract Execution for Employee Section 125 Cafeteria Flexible Benefits Plan Administration with Further
- G. Authorize Contract Execution for Employee Dental Insurance Renewal
- H. Accept Cemetery Commission Minutes from October 15, 2018
- I. Authorize Execution of State of Minnesota Grant Agreement with the City of Baxter for the 200-acre LCCMR/Mississippi River Overlook property

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

7. Pulled Agenda Items

8. Other Business

A. Sale of \$6,595,000 G.O. Tax Increment and Improvement Bonds, Series 2018

- a. Adopt Resolution 2018-096, Awarding the Sale of \$6,595,000 General Obligation Tax Increment and Improvement Bonds, Series 2018; Fixing Their Form and**

Specifications; Directing Their Execution and Delivery; and Providing for Their Payment

b. Adopt Resolution 2018-097, Setting Special Assessment Terms and Interest Rate on 2018 Improvement Projects

Finance Director Vacinek explained Moody's Investors Services assigned the Aa3 rating to the 2018 bonds and reaffirmed the Aa3 rating on the city's outstanding debt. Five firms bid on the bonds. Due to large premiums the par amount of the bonds was able to be reduced. The special assessment interest rate will be reduced from 5% to 4.5%.

MOTION by Council Member Cross, seconded by Council Member Barrows to Adopt Resolution 2018-096, Awarding the Sale of \$6,595,000 General Obligation Tax Increment and Improvement Bonds, Series 2018; Fixing Their Form and Specifications; Directing Their Execution and Delivery; and Providing for Their Payment. Motion carried unanimously.

MOTION by Council Member Cross, seconded by Council Member Barrows to Adopt Resolution 2018-097, Setting Special Assessment Terms and Interest Rate on 2018 Improvement Projects. Motion carried unanimously.

B. Planning and Zoning Actions

a. Adopt Resolution 2018-098 approving Preliminary and Final Plat of Navillus Business Center, Resolution 2018-099 approving Conditional Use Permit for joint access for property located southwest of College Road and Cypress Drive

Community Development Director Doty explained Collins Brothers has pulled their request heard at the previous council meeting, but the applicant would still like to move forward with the plat. The proposed plat will reduce the property from five lots to three lots. Construction is not currently proposed for the property. Nothing has changed with the plat since the last council meeting.

MOTION by Council Member Cross, seconded by Council Member Barrows to Adopt Resolution 2018-098 approving Preliminary and Final Plat of Navillus Business Center, Resolution 2018-099 approving Conditional Use Permit for joint access for property located southwest of College Road and Cypress Drive. Motion carried unanimously.

b. Vacate drainage and utility easements for property located southwest of College Road and Cypress Drive:

- i. PUBLIC HEARING at 7:00 p.m. or shortly thereafter.**
- ii. Adopt Resolution No. 2018-100 vacating drainage and utility easements.** Community Development Director Doty explained the request is for the vacation of easements.

Mayor Olson opened the public hearing at 7:15 p.m. and hearing no comments closed the public hearing at 7:15:15 p.m.

MOTION by Council Member Cross, seconded by Council Member Barrows to Adopt Resolution No. 2018-100 vacating drainage and utility easements. Motion carried unanimously.

9. Council Comments

Steve Barrows: Council Member Barrows offered congratulations to Connie Lyscio and Zach Tabatt for their election to the council and expressed appreciation to the city’s finance department for keeping the city’s finances in order and the good credit rating.

Todd Holman: Council Member Holman extended congratulations to Connie Lyscio and Zach Tabatt and thanked all the candidates that ran for council. Council Member Holman thanked the election judges for their service and everyone who assisted to put together the October 20 event. Council Member Holman inquired about the Central Minnesota Housing project.

Mark Cross: Council Member Cross offered congratulations to Council Member Barrows for his election to the Crow Wing County board and invited everyone to the All Veteran’s Memorial service to be held on Sunday.

Darrel Olson: Mayor Olson congratulated Connie Lyscio, Zach Tabatt, and Steve Barrows. Mayor Olson thanked the election judges and Assistant City Administrator Steele for administering the election.

10. City Administrator’s Report

City Administrator Chapulis reminded the council city hall will be closed on Monday due to observing Veteran’s Day and the council is scheduled to meet in a closed session on November 14 at 4:30 p.m. to canvass the election results.

11. City Attorney’s Report

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

033380010010009	Christensen
010062204CA0009	Piehl
010062204CB0009	Waldemarsen
010062305B00009	Franzen
010062305D00009	Maendel
034380010010009	Vitale

B. Closed Session Under Minnesota Statute 13D.05, subd. 3 (b), Attorney-Client Privilege

City Attorney Person asked the council to enter into a closed session under Minnesota Statute 13D.05, subd. 3 (c), Purchase of Property and Minnesota Statute 13D.05, subd. 3 (b), Attorney-Client Privilege.

MOTION by Council Member Barrows, seconded by Council Member Cross to enter a closed session at 7:25 p.m. Motion carried unanimously.

MOTION by Council Member Cross, seconded by Council Member Barrows to return to an open session at 7:53 p.m. Motion carried unanimously.

MOTION by Council Member Barrows, seconded by Council Member Cross to allow the engineers to make the first offers on the section six storm water project. Motion carried unanimously.

City Attorney Person explained there was council consensus to counter on the Brenny offer as discussed in closed session.

MOTION by Council Member Barrows, seconded by Council Member Cross to complete the agreement as presented in closed session to acquire an easement from Vitale to address the flooding issue. Motion carried unanimously.

MOTION by Council Member Barrows, seconded by Council Member Cross except the final agreement to settle both the condemnation and assessment with the Berrywood property. Motion carried unanimously.

MOTION by Council Member Barrows, seconded by Council Member Holman except the final counter offer from Altronics to settle both the condemnation and assessment. Motion carried unanimously.

12. Adjourn

MOTION by Council Member Cross, seconded by Council Member Barrows to adjourn at 7:56 p.m. to the special council meeting to be held at 4:30 p.m. on Wednesday, November 14, 2018. Motion carried unanimously.

Approved by:

Respectfully submitted,

Todd Holman
Vice Mayor

Kelly Steele
Assistant City Administrator