

**BAXTER CITY COUNCIL MINUTES**  
**Work Session**  
**November 17, 2015**

Mayor Darrel Olson called the Work Session to order at 5:30 p.m.

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

COUNCIL MEMBERS ABSENT: None

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

**E-Cigarette Presentation by Chamber President Matt Kilian**

Chief Exsted explained in May the City received a letter from eight lodging business owners expressing concerns about the use of e-cigarettes within their businesses and asked for the city to consider establishing an ordinance banning the use of the devices.

At that time, the Council directed staff to research the matter. The request was also made for staff to work with the Brainerd Lakes Chamber office as a resource to reach out to the local business community seeking their input on the topic.

Council President Matt Kilian presented information regarding a survey and focus group discussion held with Baxter business members. Mr. Kilian explained the survey results indicated businesses are not affected by e-cigarettes but most would support a ban. During the focus group, each side of the issue had an opportunity to explain their position. The Chamber will not make a formal recommendation on whether the City should enact an ordinance banning e-cigarettes. Despite their online survey results, compelling business opinions appear to be evenly split on both side of the issue. If the council decides to enact an ordinance, the Chamber would recommend the least restrictive language that allows businesses the option of permitting e-cigarette use in their facilities. The Chamber also recommended consultation with other regional city governments to pursue consistency and a level playing field for all businesses.

Chief Exsted explained City Administrator Heitke outlined three steps the council can take. There is a current state ban to exclude e-cigarette use from public buildings, schools, and health care facilities.

The Council consensus was to have staff explore the conversation with the city of Brainerd and Crow Wing County.

## **Draft Feasibility Report for Fairview Road**

Scott Hedlund, SEH, presented the draft feasibility report for the Fairview Road and parallel trail project. Mr. Hedlund explained the feasibility report was prepared for street, traffic safety, and storm water management improvements to Fairview Road from approximately 300 feet west of Memorywood Drive to Inglewood Drive and trail improvements from Oscar Kristofferson Park to Inglewood Drive, with spur connections along Kenwood Drive and Knollwood Drive south to Fairview Road. The improvements include approximately 1.5 miles of roadway and 1.2 miles of trail. The roadway is proposed to be widened from 24 feet to 32 feet to accommodate a paved pedestrian trail on both sides of the roadway. Mr. Hedlund explained the project area around the school is problematic due to the amount of land to work with.

Mr. Hedlund explained he is looking for council direction to complete the topography survey before it snows. The Council discussed if the Knollwood Drive trail spur is necessary due to the proposed future closing of the intersection. Mr. Hedlund explained he does not know the cost to move private utilities.

**MOTION** by Council Member Barrows, seconded by Council Member Holman to recess at 6:55 p.m. and resume the work session following the completion of the regular meeting. Motion carries unanimously.

Mayor Olson opened the work session at 7:29 p.m.

The Council discussed lowering the speed limit in front of the elementary school from 30 MPH to 20 MPH and discussed how to fit bike lanes and a trail in front of the school. Finance Director Vacinek explained the city is able to finance the trail project in conjunction with the street.

The Council consensus was to leave the feasibility report as drafted, complete the topographic study, and hold the public informational meeting at 7:00 p.m. on Wednesday, December 2.

## **Improvement Projects Update**

Aric Welch, WSN, explained Independence Road has been completed. The trail connection between Fairview Road and TH 210 was paved incorrectly and will have to be redone. The Dellwood and Novotny base course is complete but not the wear course. The bypass lane will be completed next year.

## **Adjournment**

**MOTION** by Council Member Cross, seconded by Council Member Holman to adjourn at 8:26 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator/Clerk