

BAXTER CITY COUNCIL MINUTES
Work Session
December 6, 2016

Mayor Darrel Olson called the Work Session to order at 6:15 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: Interim City Administrator Kelly Steele, Community Development Director Josh Doty, Finance Director Jeremy Vacinek, Police Chief Jim Exsted, and Public Works Director Trevor Walter.

ORDINANCE REGULATING CATS

Chief Exsted explained that approximately six weeks ago the department received a notice from HART requesting an amendment to the City's animal control ordinance to include cats. This would assist the shelter as it is currently taking in cats from within the City. Currently, the shelter is assuming financial responsibility and if the ordinance were amended, it would allow for compensation of the cats from the City of Baxter.

Chief Exsted informed the council the department does not see many calls regarding cats. Chief Exsted stated that representatives from HART are available to answer any questions. HART Representative Donna Wambeke gave a brief summary of what they are experiencing with the influx of cats.

Council Member Barrows inquired on how they validate where the cats are coming from. Ms. Wambeke explained their process. Currently, there are two townships, Brainerd, Crosby, Garrison and Ironton that address cats in their animal control ordinance.

Council Member Holman inquired on what the mission is for HART and Ms. Wambeke explained their role in animal care from the audience and not all comments were distinguishable.

Mayor Olson inquired on the cost for administrative fees for the impounded cats. Chief Exsted explained the shelter cost is \$16.00 per day and the City would be responsible for the first seven days so the total seven-day cost would be \$112.00. Chief Exsted explained budgetary concerns and stated an answer is not expected tonight.

Mayor Olson thanked Ms. Wambeke for her time and comments.

DISCUSSION ON POLICY FOR REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICE AND TIMING OF CONSIDERATION

Mayor Olson explained this item has been discussed before and when is the best time of the year to start this process. Interim Administrator Steele stated the auditing service has already been started and that process has begun. The financial services only have a couple of firms in the area and staff is comfortable with the current firm.

Council Member Holman stated this policy is there for good purpose since it allows the City to periodically look at the vendors it uses and compare with other providers. This does not mean that the City would choose to move away from any long-term provider but it allows the council to allow for verification of services.

Council Member Nystrom stated she was in favor of that as they want to be fiscally responsible. She asked if there was a better time of year to do such a review in view of staff time. Mayor Olson said that was his concern as well if the idea was to get it all done before the new year. Council Member Barrows agreed with the review, saying it is incumbent on the council to follow the policy as they expect others to do as well.

Council Member Holman suggested looking at providers in thirds and get them all done in the 2017 calendar year. Council Member Nystrom felt that the calendar year 2017 was a reasonable goal.

ADJOURNMENT

MOTION by Council Member Barrows, seconded by Council Member Cross to adjourn at 6:44 p.m. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Mary Haugen
Administrative Assistant