

BAXTER CITY COUNCIL MINUTES
March 3, 2016

Mayor Darrel Olson, who led in the pledge to the flag, called the regular meeting of the Baxter City Council to order at 7:00 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, and Public Works Director Trevor Walter

PUBLIC COMMENTS

Dave Schonrock, 6056 Fairview Road, explained what the city is doing to the streets is not working. Mr. Schonrock stated the police department should do more to enforce the laws. Fairview Road is not beyond repair. The police department should start issuing more tickets to increase the revenue for their budget.

CONSENT AGENDA

- A. Approve City Council Minutes from February 16, 2016
- B. Approve City Council Work Session Minutes from February 16, 2016
- C. Approve City Council Special Minutes from February 24, 2016
- D. Approve the Payment of Bills and Finance Report
- E. Approve Parks and Trails Commission Minutes from February 22, 2016
- F. Approve Long Range Planning Commission Minutes from February 22, 2016
- G. Approve Architectural Review Commission Minutes from February 24, 2016
- H. Adopt Resolution No. 2016-016 approving the 2016 Pavement Management Program.
- I. Approve the Bolton & Menk Proposal for Engineering Services for the 2016 Pavement Management Program Implementation in the estimated cost of \$14,700.00 depending on the number of meetings and number of maps required at the end of the implementation process
- J. Approve Permit for Retail Sales of Fireworks by B.J. Alan Company at Mills Fleet Farm and Menards
- K. Approve moving the Inglewood Drive Railroad Crossing Project from 2020 to 2021 in the City 5-Year CIP
- L. Approve a 2016 budget amendment for the purchase of an athletic field cart for use at Oscar Kristofferson Park in the amount of \$2,169
- M. Approve the use of fiber cement as an external building material for Cub Foods located at 14133 Edgewood Drive
- N. Approve Lease Agreement with Baxter Snowmobile Club for Use of City Building
- O. Approve WSN Agreement for Professional Engineering Services for the North Inglewood Drive Area Improvements Feasibility Report at a Not-to-Exceed Cost of \$5,000

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

COUNCIL COMMENTS

Todd Holman: Council Member Holman asked if the council needs to take formal action for Bolton & Menk to complete the Golf Course Drive study. City Administrator Heitke explained staff should have enough direction from the work session discussion.

Mark Cross: Council Member Cross explained the Architectural Review Commission discussed amending the city code to include materials that have previously been approved by the Commission. The ordinance amendment would allow others to use the same materials in the future that have previously been approved, allowing the process to be completed administratively. The council consensus is to have staff draft an ordinance amendment. Council Member Cross explained the police department was not established to write tickets and self fund the department. The police department is a tax-based service provided by the city. The police department does a good job and there is much more to the department than writing tickets.

Darrel Olson: Mayor Olson explained the police department is busy responding to many calls and they do a great job.

CITY ADMINISTRATOR'S REPORT

City Administrator Heitke explained the TIGER grant cycle is approaching for capital projects. The city currently does not have a project ready for an application. The grant can be discussed at a future work session.

CITY ATTORNEY'S REPORT

Closed Session under Minnesota Statute 13D.05, Subd. 3 (c)(3) to develop an offer for the purchase of real property

Attorney Alex Kuhn asked the council to enter a closed session to discuss offers for the purchase of real property related to 23 Fairview Road properties.

MOTION by Council Member Cross, seconded by Council Member Nystrom to enter a closed session at 7:18 p.m. Motion carries unanimously.

Mayor Olson opened the regular meeting at 7:34 p.m.

Attorney Kuhn explained the council has reached a consensus to make formal offers for the 23 properties located on Fairview Road.

MOTION by Council Member Cross, seconded by Council Member Holman to approve the offer amounts totaling \$6,815 for the Fairview Road easement acquisitions and to authorize SEH to mail the offer letters to the property owners. Motion carries unanimously.

ADJOURNMENT

MOTION by Council Member Barrows, seconded by Council Member Cross to adjourn the meeting at 8:41 p.m. to the March 7, 2016 special council meeting. Motion carries unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk