

**BAXTER CITY COUNCIL MINUTES**  
**October 7, 2014**

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.

**MEMBERS PRESENT:** Mayor Darrel Olson and Council Members Rob Moser, Todd Holman, and Jim Klein.

**MEMBERS ABSENT:** Council Member Mark Cross

**STAFF PRESENT:** City Administrator Gordon Heitke, Assistant City Administrator Kelly Steele, Consulting City Engineer Aric Welch, Finance Director Jeremy Vacinek, Community Development Director Josh Doty, Public Works Director-City Engineer Trevor Walter, Police Chief Jim Exsted, and City Attorney Brad Person.

Mayor Olson explained the Council would return to the Work Session after the completion of the Regular Meeting.

**PUBLIC COMMENTS**

*Christine Ackerman of 14712 Wildflower Drive.* Ms. Ackerman stated she is interested in seeing if the Council would consider passing a 20 MPH speed limit on Wildflower Drive and Franklin Drive. Wildflower Drive and Franklin Drive have houses on both sides of the streets, as does the nearby neighborhoods of Lynnwood and Kirkwood, which have a 20 MPH speed limit. Ms. Ackerman explained if there is a 20 MPH speed limit, traffic will go 30 MPH, if there is a 30 MPH speed limit traffic will go 40 MPH plus. Ms. Ackerman also asked when the City will seal up the access to Clearwater Road and if the City will replace the trees and grass removed. Ms. Ackerman said most importantly is the Council consideration of the 20 MPH speed limit. Consulting Engineer Welch explained the temporary road would be removed after the curb and gutter is constructed; this should be completed by the end of October. Consulting Engineer Welch further explained there has not been any discussion on the replacement of trees at this time, but the Council did approve constructing a trail where the temporary road is located. Mayor Olson explained vehicles would not be allowed to access the trail. Staff will discuss the concern of reducing the speed limit at a Utilities Commission meeting.

**CONSENT AGENDA**

- A. Approve City Council Minutes from September 16, 2014
- B. Approve City Council Work Session Minutes from September 16, 2014
- C. Approve the Payment of Bills and Finance Report
- D. Approve Agreement Establishing a Regional Safety Group for Required OSHA Employee Safety Training
- E. Schedule a Public Hearing for the Certification of Delinquent Utility Bills, Invoices, and Abatements for Tuesday, November 18, 2014 at 7:00 p.m., or shortly thereafter.
- F. Approve 2015 Delayed Payment of Tax on Special Assessments for Applicants with Eligible Hardships

- G. Renew the National Joint Powers Alliance Health Partners Health Insurance Contract for 2015 and Authorize Execution of the Contract
- H. Approve Job Description and Advertising to fill the Public Works Maintenance Position
- I. Approve Special Assessment Agreement for 6449 Woida Road
- J. Approve Amendment of Construction Contract for Extending Construction Hours
- K. Approve Agreement Between Minnesota State Colleges and Universities, Central Lakes College, and the City of Baxter for Student Supervised Pre-Internship Training
- L. Accept Long Range Planning Commission Minutes from September 22, 2014
- M. Approve the Baxter Water Quality Project for the Whiskey Creek Tributary to The Mississippi River Feasibility Study
- N. Approve the on-line sale of Surplus Equipment

**MOTION** by Council Member Holman, seconded by Council Member Moser to approve the Consent Agenda with the exception of agenda item M. Approve the Baxter Water Quality Project for the Whiskey Creek Tributary to The Mississippi River Feasibility Study. Motion carried unanimously.

### **PULLED AGENDA ITEMS**

City Administrator Heitke requested the Council pull agenda item M. Approve the Baxter Water Quality Project for the Whiskey Creek Tributary to The Mississippi River Feasibility Study from the consent agenda due to required revisions to the report.

**MOTION** by Council Member Moser, seconded by Council Member Holman to pull agenda item M. Approve the Baxter Water Quality Project for the Whiskey Creek Tributary to the Mississippi River Feasibility Study from the consent agenda. Motion carried unanimously.

### **COUNCIL COMMENTS**

**Jim Klein:** Council Member Klein inquired when the contractor would be collecting the debris in the Woida project area. Consulting Engineer Welch explained the contractor is waiting for the soil analysis to come back before they can replace the top soil.

**Todd Holman:** Council Member Holman attended the New Pathways event on Saturday. This event is recognition of homelessness in the community. Council Member Holman explained it was a great group of kids and adult mentors who stayed out on a cold night.

**Darrel Olson:** Mayor Olson thanked Council Member Holman for filling in for him at the New Pathways event. Mayor Olson explained he received the City's newsletter in the mail today and that residents can expect a second newsletter in a few weeks. Mayor Olson further explained the newsletter was very well written and described extensively why residents need to pass the sales tax question. Some of the items discussed during the work session could be completed with the sale tax revenue. Mayor Olson stated it is very important that the residents pass the sales tax question. Mayor Olson reminded everyone to be prepared to vote on November 4.

### **CITY ADMINISTRATOR**

Assistant City Administrator Steele explained the council needs to select a date, within three to ten days following the municipal election, to canvass the returns and declare the results. The Council consensus was to meet at 5:30 p.m. on Wednesday, November 12.

City Administrator Heitke explained staff had prepared for a budget meeting tomorrow night, but did not clearly convey the date to the Council. City Administrator Heitke stated staff needs additional time to prepare the budget with some of the projects that were discussed tonight. The consensus of the Council was to meet in a special meeting to discuss the enterprise fund budget at 5:30 p.m. on Thursday, November 6.

City Administrator Heitke explained the second newsletter would focus on future projects that can be completed with the sales tax extension. Staff plans to have the second newsletter out to residents in a couple of weeks.

**ADJOURNMENT**

**MOTION** by Council Member Holman, seconded by Council Member Klein to adjourn at 7:15 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator/Clerk