



CITY COUNCIL WORK SESSION MINUTES

Tuesday, October 15, 2024 at 6:00 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

Mayor Olson called the meeting to order at 6:00 p.m.

ROLL CALL

Mayor Darrel Olson and Council Members Zach Tabatt, Connie Lyscio, Jeff Phillips, and Mark Cross were present.

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

BUSINESS ITEMS

1. CIP/Pavement Management Plan/Assessment Policy Discussion
Assistant City Engineer Thompson presented the capital improvement plan, pavement management plan, and assessment policy discussion. This discussion included the pavement management plan objectives, pavement management plan history, street and utility projects, and the plan implementation.

Street and utility projects are planned to be completed every other year. The proposed future schedule is:

2026 – North Lyndale and Clearwater Road area, and Brentwood Circle (water only)

2028- Jadewood and Jewelwood area and Olivewood Drive area

2023- Ashely Road, Welton Road, Baywood Road, Black Oak Road, and Spring Wood Drive

2032 – Eagle Ridge area

The city wide average PASER rating is one matrix to review the city's street system as a whole, however it is staff's recommendation that it should not be used for determining improvements or goals. The PMP should be used to guide the improvement that will provide the greatest value over the life of a street and should be reviewed on a per street basis.

The PASER rating system has been a valuable resource, but completing the rating every three years does not provide as much data as if the ratings were completed every two years. The current three rotation will have a rating completed in 2025. Staff recommends the following ratings be completed in 2027. The financial implication associated with implementing a two-year rotation would be approximately \$7,500 per two years versus three years.

The city continues to follow the PMP as it related to PASER ratings and improvements, however the timeline associated with the improvements has been expedited or in certain situations has resulted in bypassing a mill and overlay and performing a full depth reclamation

Staff recommends continuing to implement the current PMP and make adjustments based on results observed from micro surfacing.

The council would like staff to provide a cost benefit analysis for providing city water and sewer to the proposed neighborhoods as some of the neighborhoods are sparsely populated.

City Administrator Chapulis explained this item will be brought forward again for further council discussion in November.

ADJOURN

MOTION by Council Member Cross, seconded by Council Member Phillips to adjourn at 6:46 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator