CITY COUNCIL MEETING MINUTES

Tuesday, July 05, 2022 at 7:00 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

"A Growing Community"

CALL TO ORDER

Mayor Olson called the meeting to order at 7:06 p.m.

ROLL CALL

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

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

PLEDGE OF ALLEGIANCE

All joined Mayor Olson in reciting the Pledge of Allegiance.

PRESENTATIONS

None.

ADDITIONS OR CHANGES TO THE AGENDA

None.

PUBLIC COMMENTS - *Comments received from the public may be placed on a future meeting agenda for consideration.*

CONSENT AGENDA - *The following items are considered non-controversial by staff and are recommended to be read and passed in one motion. Any council person, staff, citizen, or meeting attendee can request one or more items be pulled from the Consent Agenda and the item will be pulled and addressed immediately after the passage of the Consent Agenda; otherwise, the following items will be passed in one motion:*

1. Approve City Council Work Session Minutes from June 21, 2022
2. Approve City Council Minutes from June 21, 2022
3. Approve the Payment of Bills and Finance Report (Addendum A)
4. Appoint Election Judges for the August 9, 2022, Primary Election and November 8, 2022, General Election
5. Approve the 2021 Financial Statements and the 2021 BerganKDV Audit Report and Its Findings
6. Approve Conditional Hire of McKayla Geise as Patrol Officer
7. Adopt Resolution 2022-057 Amending Resolution 2022-046 Approving Plans and Specifications and Ordering Advertisement for Bids for the 2022 TH 210/Inglewood Drive Improvement Project

8. Adopt Resolution 2022-060 Ordering Preparation of Report on 2023 Commercial and Residential Full Depth Reclamation Improvement Project

9. Approve Changing the August 2, 2022, Council Meeting to August 3, 2022, and the August 3, 2022 Utilities Commission Meeting to August 4, 2022 Due to the Annual Night to Unite Event

MOTION by Council Member Cross, seconded by Council Member Ward to Approve the Consent Agenda as Amended. Motion carried unanimously.

PULLED AGENDA ITEMS

OTHER BUSINESS

10. Vacate a drainage & utility easement on Lots 4 & 5, Block 1, Honeysuckle Acres

    1) PUBLIC HEARING at 7:00 p.m. or shortly thereafter

    2) Adopt Resolution 2022-055 vacating a drainage & utility easement for 13518 Honeysuckle Way and the lot to the east

    Community Development Director Doty explained the applicant has submitted an administrative lot consolidation application to consolidate two lots. To consolidate the two lots, the applicant needs to vacate the drainage and utility easements. The applicant would like to consolidate the two lots to allow the option of placing a shed and fencing in the property.

    Mayor Olson opened the public hearing at 7:08 p.m. Hearing no public comments, Mayor Olson closed the public hearing at 7:08:15 p.m.

    MOTION by Council Member Cross, seconded by Council Member Lyscio to Adopt Resolution 2022-055 vacating a drainage & utility easement for 13518 Honeysuckle Way and the lot to the east. Motion carried unanimously.

11. Vacate a drainage & utility easement on Lots 1 & 2, Block 2, Northdale Third Addition

    1) PUBLIC HEARING at 7:00 p.m. or shortly thereafter

    2) Adopt Resolution 2022-054 Vacating a Drainage & Utility Easement for 14675 Lynndale Lane and the lot to the south

    Community Development Director Doty explained the applicant has submitted an administrative lot consolidation application to consolidate two lots. As part of the lot consolidation, the applicant needs to vacate the drainage and utility easement between the lots. The applicant would like to consolidate the two lots so they can place a garden shed on the lot.

    Mayor Olson opened the public hearing at 7:09 p.m. Hearing no public comments, Mayor Olson closed the public hearing at 7:09:15 p.m.

    MOTION by Council Member Lyscio, seconded by Council Member Tabatt to Adopt Resolution 2022-054 Vacating a Drainage & Utility Easement for 14675 Lynndale Lane and the lot to the south. Motion carried unanimously.

12. Vacate easements on Lot 1, Block 1, Baxter Medical Park Second Addition and Outlot A, Baxter Medical Park Third Addition

    1) PUBLIC HEARING at 7:00 p.m. or shortly thereafter

    2) Adopt Resolution 2022-058 vacating Drainage and Utility easements

    Community Development Director Doty explained the applicant is requesting an easement vacation for 13060 Isle Drive and Outlot A. On June 21, 2022, the council approved the preliminary and final plat, rezoning, and PUD General and Final Plan for an expansion to Essentia Health. The easement vacation is necessary to allow the new final plat to re-establish drainage the utility easements in the proper locations.

    Mayor Olson opened the public hearing at 7:10 p.m. Hearing no public comments, Mayor Olson closed the public hearing at 7:10:15 p.m.

    MOTION by Council Member Cross, seconded by Council Member Lyscio to Adopt Resolution 2022-058 vacating Drainage and Utility easements. Motion carried with Mayor Olson and Council Members Lyscio, Ward, and Cross voting yea and Council Member Tabatt abstaining.

COUNCIL COMMENTS

13. Connie Lyscio - Thanked the city for allowing her to attend the annual League of Minnesota Cities conference and expressed pride for our growing community.

14. Zach Tabatt – No comment.

15. John Ward – Would like to have a general discussion on health care services at the next work session. The discussion will take about 30 minutes to discuss the services lost. The discussion is on services, not workers. Mayor Olson inquired if this discussion should be held at the council level. Council Member Ward explained the lost services effect many residents. The council supported having the discussion during the July 19th work session.

16. Mark Cross – Explained the 4th of July holiday went well locally and wished everyone a safe summer and reminded motorists to watch out for motorcycles.

17. Darrel Olson – Asked Chief Exsted to discuss use of 4-wheelers in city limits. Chief Exsted explained the requirements to legally operate ATVs, UTVs, and golf carts within city limits. Mayor Olson inquired about the use of fireworks. Chief Exsted explained the general differences between legal and illegal fireworks and that there is a state permit process for some fireworks.

CITY ADMINISTRATOR'S REPORT

City Administrator Chapulis explained time has been set aside during the July 19th work session to discuss the findings of the TH 371 and TH 210 study.

CITY ATTORNEY'S REPORT

ADJOURN

MOTION by Council Member Cross, seconded by Council Member Lyscio to adjourn at 7:38 p.m. Motion carried unanimously.

Approved by:

Darrel Olson
Mayor

Respectfully submitted,

Kelly Steele
Assistant City Administrator