



CITY COUNCIL WORK SESSION MINUTES

Tuesday, March 19, 2024 at 6:15 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

Mayor Olson called the meeting to order at 6:15 p.m.

ROLL CALL

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

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

BUSINESS ITEMS

1. Whiskey Creek Stormwater Improvements Project Cost Memo Discussion
Public Works Director Walter provided intro

Bridget Osborn, with HR Green, reviewed costs for the Whiskey Creek Stormwater Improvements Project. Ms. Osborn summarized what has been previously approved and what is proposed to be approved during the regular council agenda.

Ms. Osborn explained the cost timeline memo which included the city's original contribution of \$225,000 of the total planned budget of \$1,193,050. The total pre-construction expected project cost was \$1,441,612.64. After several change orders the total expected project cost has increased to \$1,958,609.68 and the city's contribution has increased to \$951,388.24.

Ms. Osborn explained HR Green is requesting Change Order No. 5 in the increased amount of \$212,493.37 for adding pre-treatment basin riprap, additional seeding in the staging area, and additional dewatering and seeding costs in the fall. HR Green contract amendment in the amount of \$14,410 for preparing change order No. 5 and additional construction administration.

Ms. Osborn explained three quotes were received for the planting plan with the low bid being \$106,142.30. The city and SWCD agreed to request a 3-year warranty. The low bidder would provide a 3-year warrant for an additional \$13,200 for a total bid of \$119,342.30.

The council discussed concerns with the project cost doubling. The original project budget was established by HR Green in 2019 and the project was bid in 2023. The council expressed concerns about having to pay engineering firms to process change orders.

Public Works Director Walter recommends the council approve the agenda items related to the Whiskey Creek Project so that the project can be completed and closed out. Afterwards, the council needs to discuss next steps.

ADJOURN

MOTION by Council Member Lyscio, seconded by Council Member Phillips to adjourn at 7:00 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator