



CITY COUNCIL SPECIAL MEETING MINUTES

Thursday, March 05, 2026 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 Connie Lyscio, Zach Tabatt, Patrick Sundberg, and Mark Cross were present.

City Administrator Brad Chapulis, Assistant City Administrator Kelly Steele and Public Works Director Trevor Walter were present.

PRESENTATIONS

1. Improvement Hearing for the 2026 Mill & Overlay Improvements Project, Municipal Project Number 4426

Mayor Olson provided a summary of the meeting process.

Alex Bitter, with Widseth, presented the improvement hearing presentation. Mr. Bitter summarized the project background, public improvement process, project areas, assessment procedure, project costs and assessment calculations, schedule, and property owner information.

The streets proposed to be improved are Joneswood Circle, Joneswood Drive, Joshua Tree Circle, Joshua Tree Drive, Knotty Pine Drive, Marble Road (west of Jasperwood Drive), Cherrywood Drive, Timberlane Drive, Park Street, and Woodland Drive.

The total estimated project cost is \$1,511,515, with \$1,083,863 assessed and \$427,352 as city costs. The estimated assessed cost per ERU is \$7,565.

The assessment hearing is proposed to be held on May 21, 2026 and the project is proposed to be constructed this summer.

The council did not have any questions.

OPEN PUBLIC HEARING

Mayor Olson opened the public hearing at 6:20 p.m.

Paula Martin, 11889 Joneswood Drive, inquired if vacant land is still charged an ERU and if the city can charge more for an assessment than would add to the value of the property, and inquired about the assessment appeal period.

Mr. Bitter explained the city does assess vacant property and there is a appeal process defined in state statute.

Rita Stenehjelm, 11961 Joneswood Circle, explained as a new resident the special assessment was not expected.

Greg Swenson, 6148 Marble Road, explained this is the second time going through the city’s assessment process. The first time there was a big communication problem with the city, and it seems that problem has not been resolved. Residents were just notified two weeks ago about a \$7,500 assessment. There are many new homes being constructed in the neighborhood and due to the construction, the street project should be delayed until construction is completed. Also, due to the number of garbage companies, has the city considered changes to collection. It would be nice to have better communication from the city.

Jacqui Lindberg, 6153 Marble Road, inquired if the road will be damaged due to the construction and explained taxes are increasing.

Mr. Bitter explained that if the contractors damage the street they are asked to make repairs.

Members of the audience asked various questions.

Cindy Swenson, 6148 Marble Road, asked how assessments are spread out between the city and residents and if property values increase due to the assessments. Ms. Swenson inquired about the status of the city completing a capital improvement plan and if the city has considered a city wide tax rather than special assessments.

City Administrator Chapulis explained staff is continuing to put information together for a capital improvements plan.

Jeff Stadfelt, contractor, explained he owns three lots and asked if there are any zero interest loans to help with the assessments or if the city would consider an extension.

Members of the audience asked various questions, including why they were not notified sooner of the assessments, if the 30-day payment deadline to avoid paying interest could be extended since the project notice was short, when the capital improvements plan will be completed, and various other questions and comments.

CLOSE PUBLIC HEARING

Mayor Olson closed the public hearing at 7:14 p.m.

NEXT STEPS

ADJOURN

MOTION by Council Member Cross, seconded by Council Member Tabatt to adjourn at 7:14 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson

Kelly Steele