



CITY COUNCIL MEETING MINUTES

Tuesday, October 01, 2024 at 7:00 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

Mayor Olson called the meeting to order at 7:00 p.m.

ROLL CALL

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

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

PLEDGE OF ALLEGIANCE

All joined Mayor Olson in reciting the Pledge of Allegiance.

PRESENTATIONS

1. Lighthouse Beginnings / Open Arms Update
Scott Adkisson and Jesse Jones were in attendance. Mr. Adkisson provided an update on the organization since opening seven months ago. The organization has had over 4,000 visits. Mr. Adkisson thanked the Baxter police department for their assistance.

ADDITIONS OR CHANGES TO THE AGENDA

None.

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

None.

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:*

2. Approve City Council Work Session Minutes from September 17, 2024
3. Approve City Council Minutes from September 17, 2024
4. Approve the Payment of Bills and Finance Report (Addendum A)
5. Appoint Matt Maier to the Police Chief Position at Grade 22, Step 4 of the Non-Union Employee Schedule and Authorize Staff to Commence the Process to Fill the Assistant Police Chief Position

6. Elect Not to Waive the Monetary Limits on Municipal Tort Liability Established by State Statutes with the 2025 LMCIT Insurance Renewal
7. Schedule a Public Hearing for Certification of Delinquent Utility Bills, Invoices, and Abatements for Tuesday, November 19, 2024 at 7:00 p.m., or shortly thereafter
8. Approve a Joint Powers Agreement (JPA) with Minnesota BCA and the Minnesota Anti-Heroin Task Force
9. Award the Clearwater Road Dog Park Clearing and Grubbing Contract to Pratt's Affordable Excavating, Inc. for the Lump Sum Amount of \$28,000

MOTION by Council Member Cross, seconded by Council Member Phillips to approve the consent agenda as amended. Motion carries unanimously.

PULLED AGENDA ITEMS

Council Member Tabatt asked to pull item 5, Appoint Matt Maier to the Police Chief Position at Grade 22, Step 4 of the Non-Union Employee Schedule and Authorize Staff to Commence the Process to Fill the Assistant Police Chief Position.

Council Member Tabatt thought it would be appropriate to pull this agenda item to thank Chief Exsted for his service and Assistant Chief Maier for stepping up to fill the chief position.

MOTION by Council Member Tabatt, seconded by Council Member Phillips to Appoint Matt Maier to the Police Chief Position at Grade 22, Step 4 of the Non-Union Employee Schedule and Authorize Staff to Commence the Process to Fill the Assistant Police Chief Position. Motion carried unanimously.

OTHER BUSINESS

None.

COUNCIL COMMENTS

10. Connie Lyscio – Absent.
11. Zach Tabatt – No comment.
12. Jeff Phillips – No comment.
13. Mark Cross - No comment.
14. Darrel Olson - No comment.

CITY ADMINISTRATOR'S REPORT

No report.

CITY ATTORNEY'S REPORT

No report.

ADJOURN

MOTION by Council Member Cross, seconded by Council Member Tabatt to adjourn at 7:13 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator