



# CITY COUNCIL WORK SESSION MINUTES

Tuesday, February 18, 2025 at 6:15 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

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## 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, Patrick Sundberg, and Mark Cross were present.

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

## BUSINESS ITEMS

### 1. Joler Road Official Mapping Discussion

Public Works Director Walter explained on November 19, 2013, the city adopted an ordinance to officially map Joler Road to preserve the right to connect from Briarwood Lane to Mountain Ash Drive. In 2016 the city purchased the property that allowed the gravel portion of Joler Road that connects Savannah Oak Drive to Second Street to remain in place and acquired one of the segments included in the official map ordinance.

A developer recently approached the city with a development plan that includes the construction of Joler Road from Mountain Ash Drive to the southwest corner of their property. Staff requested the developer work with the adjacent landowner to the south where the official mapping shows the future Joler Road corridor. According to the developer, there was no interest from the landowner to the south in selling a portion of their property to the developer to accommodate the construction of the road. The developer has proposed an alternative location for Joler Road that is entirely on their property, which still meets the intent of the official map. However, without the property to the south, the connection to the property purchased in 2016 cannot occur.

Staff is seeking council direction on 1 of 2 proposed options.

Option 1 is to consider the proposed layout from the developer realigning the proposed location of Joler Road. This option reduces the impact to the southern property however it would still require .2 acres as shown in Tract A. The area proposed with Tract A is entirely within the proposed easement as identified in the official map. If this option is to realign Jole Road is preferred, staff would need direction if Tract A should be acquired concurrent to the proposed development or remain on the official map until such time the connection to Second Street is proposed. It would be staff's recommendation to update the official mapping of Joler Road to remove the portion of the proposed easement from the southern property that would no longer be required if the developer moves forward with construction.

Option 2 would require Joler Road to be constructed in the location as identified in the official map. This would require the city to start the acquisition process of securing the corridor from the southern property.

Staff's intent for this discussion is to get council direction how to proceed with the developer and to inform the developer what will be supported with a development application for the construction of Joler Road.

The council consensus is the pursuit of Track A. The developer would need to submit an escrow to the city.

2. Presentation for Plans and Specifications for Contract B - Raw Water Main and Electrical Improvements related to the 2025 Water Supply Improvements - Wells 5 & 6 Project

Kevin Young, with SEH, explained this is a continuation of a previous discussion related to the construction of wells 5 and 6. The purpose of the new wells is to replace the capacity that has been lost from the city's existing well fields. Contract B is for everything related to the construction except the wells and control panels.

The project will be bid in February with bids opened on March 18, 2025. Construction is proposed to start in July with the final completion on October 31, 2025.

The estimated project cost is \$2,599,507 for all three contracts, including soft costs. Bids were opened today for Contract A and the low bid was just over \$407,000. Contract B is estimated to be around \$1.28 million. The bid for Contract C was just under \$155,000.

The resolution approving plans and specifications and ordering advertisement for bids for Contract B is on the regular council agenda.

The council did not have any questions.

3. Presentation on the Bid Alternate for Additional Paving at the Public Works Site related to the 2025

Kevin Young, with SEH, explained that staff is looking for council direction related to approval of a bid alternate for additional paving at the public works facility. The paving would include the entire public works campus which is 18 years old and is scheduled for a mill & overlay in two years.

The council did not have any questions.

## ADJOURN

**MOTION** by Council Member Tabatt, seconded by Council Member Lyscio to adjourn at 7:01 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson  
Mayor

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Kelly Steele  
Assistant City Administrator