



BAXTER ECONOMIC DEVELOPMENT AUTHORITY MINUTES

Tuesday, June 02, 2026 at 6:30 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

CALL TO ORDER

President Cross called the meeting to order at 6:30 p.m.

ROLL CALL

President Mark Cross, Vice President Zach Tabatt, Treasurer Connie Lyscio and Member Patrick Sundberg and Darrel Olson were present.

Executive Director Brad Chapulis, Secretary Kelly Steele, Assistant Treasurer Jeremy Vacinek, Trevor Walter and Josh Doty were present.

OLD BUSINESS

1. Purchase / Development Agreement for the Sale of Lots 1 & 2, Block 3, JMS Baxter Estates
 - 1) Public Hearing @ 6:30 pm or shortly thereafter
 - 2) Approve the purchase / development agreement for the sale of Lots 1 & 2, Block 3, JMS Baxter Estates to Kuepers Land Development, LLC

President Cross open public hearing at 6:30 p.m.

Executive Director Chapulis explained a draft purchase agreement was provided in the packet. However, after legal review, an updated purchase agreement has been provided. The EDA will sell the 3.69-acre property at the corner of Clearwater Road and Forest Drive to Kuepers Land Development LLC for \$400,000. The closing period would be completed after a 90-day due diligence period by Kuepers. The timeline to construct is from 12 months to 18 months.

No comments from the public were received.

President Cross closed the public hearing at 6:34 p.m.

MOTION by Treasurer Lyscio, seconded by Member Sundberg to approve the purchase / development agreement for the sale of Lots 1 & 2, Block 3, JMS Baxter Estates to Kuepers Land Development, LLC. Motion carried unanimously.

MINUTES

2. Approve EDA Minutes from May 5, 2026

MOTION by Vice President Tabatt, seconded by Member Sundberg Approve EDA Minutes from May 5, 2026. Motion carried unanimously.

3. Approve EDA Minutes from May 19, 2026

MOTION by Vice President Tabatt, seconded by Member Sundberg to Approve EDA Minutes from May 19, 2026. Motion carried unanimously.

NEW BUSINESS

EDA BOARD MEMBER COMMENTS AND DISCUSSION

Comments received may be placed on a future meeting agenda for consideration.

The board discussed if the EDA/City has any remaining residential lots for sale.

Executive Director Chapulis explained the lots have all been sold.

ADJOURN

MOTION by Treasurer Lyscio, seconded by Vice President Tabatt to adjourn at 6:37 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Mark Cross
President

Kelly Steele
Assistant City Administrator