



# CITY COUNCIL WORK SESSION MINUTES

Tuesday, September 15, 2026 at 5:30 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

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## CALL TO ORDER

Mayor Olson called the meeting to order at 5:30 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, Public Works Director Trevor Walter, and Assistant Finance Director Brenda Brooks were present.

## BUSINESS ITEMS

### 1. 2027 Government Funds Budget Discussion

Finance Director Vacinek reviewed the 2027 Proposed Governmental Funds Revenues and Expenditures Budgets, including changes that were made to the streets budget after the last council budget discussion.

The council discussed purchasing more efficient vehicles and slowing down spending in the public works department. The council also discussed supporting the requests from the IT/GIS department, a new FTE for finance and either a new FTE or a new squad car for the police department. The council did not express support for the take home squad car request at this time.

The council discussed if they should consider slowing down water and sanitary sewer expansion projects and have the new code enforcement officer inspect water and sanitary sewer.

The council discussed the next steps needed to be completed to consider a city hall project.

The next budget meeting will be held on Monday, September 21<sup>st</sup> at 5:30 p.m.

### 2. Widseth Presentation Related to Receiving the Road Recommendation Memo and Ordering the Feasibility Report for the 2028 Full Depth Reclamation Improvements Project

Alex Bitter, with Widseth, presented the findings. Mr. Bitter explained he has walked each segment of roadway to evaluate its condition. The roadways proposed for full depth reclamation improvement in 2028 are Grand Oaks Drive, Grand Oaks Court, Cedar Scenic Road, including a trail segment, and Oakwood Drive.

Jasperwood Drive, Paris Road, Douglas Fir Drive, Dogwood Drive, Hastings Road and Hinckley Road will be reviewed in the future to determine the timing for improvement.

Mr. Bitter explained the missing trail segment between Brownsdale and Oakwood is recommended to be completed with the 2028 project.

Community Development Director Doty explained the city has had previous discussions with East Gull Lake regarding trail connectivity.

The council consensus was to add the trail segment to the report.

#### **ADJOURN**

**MOTION** by Council Member Tabatt, seconded by Council Member Lyscio to adjourn at 6:58 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