



# CITY COUNCIL MEETING MINUTES

Wednesday, February 04, 2026 at 7:00 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

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## CALL TO ORDER

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

## ROLL CALL

Mayor Darrel Olson and Council Members Connie Lyscio, Zach Tabatt, Patrick Sundberg, and Mark Cross were present.

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

## PLEDGE OF ALLEGIANCE

All joined Mayor Olson in reciting the Pledge of Allegiance.

## PRESENTATIONS

None.

## 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:*

1. Approve the Payment of Bills and Finance Report (Addendums A and A-1)
2. Approve City Council Minutes from January 20, 2026
3. Accept Fats, Oils and Grease Program Update Summary Memorandum
4. Approve Design Manual related to the Fats, Oils and Grease Program
5. Approve Discharge and Best Practices Manual related to the Fats, Oils and Grease Program Update
6. Accept FSE and Limited FSE Toolkit and Implementation Tools related to the Fats, Oils and Grease Program

7. Adopt Resolution 2026-009 Approving Plans and Specifications and Ordering Advertisement for Bids for the 2026 Clearwater Road, North Lynndale Area, & Brentwood Circle Street & Utility Improvements Project, Municipal Project No. 4068
8. Approve RL Larson Excavating, Inc. Final Pay Estimate No. 14 in the amount of \$112,989.04 for the 2024 South Forestview Area Improvements Project
9. Accept the Source Water Protection Implementation Grant
10. Adopt Ordinance 2026-001 approving zoning ordinance text amendments relating to architectural and animal regulations

**MOTION** by Council Member Cross, seconded by Council Member Tabatt to approve the consent agenda as amended. Motion carried unanimously.

### **PULLED AGENDA ITEMS**

Council Member Cross asked to pull consent agenda items 7 and 10.

Council Member Cross explained he wants to vote no for consent agenda item 7 since the council has not received a capital improvements plan from staff.

**MOTION** by Council Member Lyscio, seconded by Council Member Sundberg to Adopt Resolution 2026-009 Approving Plans and Specifications and Ordering Advertisement for Bids for the 2026 Clearwater Road, North Lynndale Area, & Brentwood Circle Street & Utility Improvements Project, Municipal Project No. 4068. Motion carried with Council Members Lyscio, Tabatt and Sundberg and Mayor Olson voting yes. Council Member Cross voted no.

Council Member Cross asked if the city is changing architectural design standards to allow metal on all four sides of a building as the city updated the design requirements several years ago.

Community Development Director Doty explained he often hears from the private sector that there are a lot of new metal construction materials available that do not have exposed fasteners. The proposed change was previously made in the office zoning district.

The council directed staff to amend the proposed ordinance to state if over 50% architectural metal is used, two or more architectural metals with different colors, textures and profiles should be used.

**MOTION** by Council Member Cross, seconded by Council Member Lyscio to Adopt Ordinance 2026-001 approving zoning ordinance text amendments relating to architectural and animal regulations. Motion carried unanimously.

### **OTHER BUSINESS**

### **COUNCIL COMMENTS**

11. Connie Lyscio – Expressed appreciation that the council and staff can disagree but do so respectfully.
12. Zach Tabatt – Suggested there should be a change in mindset as there should be more density along the TH 371 commercial corridor, including residential, with less parking lots and more vertical mixed use. The lot sizes and valuation comparing Walmart and the new apartment complex constructed near Kwik Trip to support the change.

- 13. Patrick Sundberg – No report.
- 14. Mark Cross – No report.
- 15. Darrel Olson - Asked the council to tour the new QFab business located at 7548 Industrial Park Road. The business is excited to be a part of Baxter.

**CITY ADMINISTRATOR'S REPORT**

None.

**CITY ATTORNEY'S REPORT**

None.

**ADJOURN**

**MOTION** by Council Member Cross, seconded by Council Member Lyscio to adjourn at 7:30 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

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Darrel Olson

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Kelly Steele