



# CITY COUNCIL MEETING MINUTES

Tuesday, July 01, 2025 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.

City Administrator Brad Chapulis, 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.*

City Administrator Chapulis explained no written comments were received.

Lucy Felten, 5241 Jordan Road, asked the council to consider changing the lot size requirements for chickens from 30,000 square feet to 15,000 square feet.

Mayor Olson explained there was a lot of discussion related to the chicken ordinance. The council consensus was to direct staff to review the ordinance.

**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 City Council Work Session Minutes from June 17, 2025
2. Approve City Council Minutes from June 17, 2025
3. Approve the Payment of Bills and Finance Report (Addendum A)

4. Adopt Resolution 2025-057 Receiving Feasibility Report and Calling for a Hearing on the Improvement for the 2026 Clearwater Road, North Lynndale Area, & Brentwood Circle Street & Utility Improvements Project, Municipal Project No. 4068
5. Approve the SEH Feasibility Report Update, Survey Services, Soils Investigation, Design, Bidding, Right of Way Support, and Assessment Hearing Contract in the Not to Exceed Amount of \$467,200.00 for the 2026 Clearwater Road, North Lynndale Area, and Brentwood Circle Street & Utility Improvements project, Municipal Project Number 4068
6. Approve the Creation of a Second General Investigator Position
7. Approve the Sale of Decommissioned 2018 Police Vehicle

**MOTION** by Council Member Tabatt, seconded by Council Member Lyscio to approve the consent agenda.

City Administrator Chapulis explained the approval of consent agenda item 4 will set the improvement hearing date for July 17<sup>th</sup> and inquired if a quorum of council members can be present for the hearing.

The council members indicated they are available for a special council meeting on July 17<sup>th</sup> at 6 p.m.

Motion carried unanimously.

#### **PULLED AGENDA ITEMS**

None.

#### **OTHER BUSINESS**

None.

#### **COUNCIL COMMENTS**

8. Connie Lyscio – Explained she attended the League of Minnesota Cities conference and listened to sessions on conflict resolution.
9. Zach Tabatt – Suggested changing roadway width standards from 26' to 24'.  
  
City Administrator Chapulis explained staff is working with consultants to amend the ordinance and will provide an update in the weekly report.
10. Patrick Sundberg – No comment.
11. Mark Cross – No comment.
12. Darrel Olson – Provided several examples of city employees doing good work and was pleased with the speed of highway 210 being completed.

#### **CITY ADMINISTRATOR'S REPORT**

No report.

#### **CITY ATTORNEY'S REPORT**

No report.

**ADJOURN**

**MOTION** by Council Member Sundberg, seconded by Council Member Cross to adjourn at 7:14 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