



# CITY COUNCIL SPECIAL MEETING MINUTES

Wednesday, August 07, 2024 at 5:45 PM

Baxter City Hall, 13190 Memorywood Drive, Baxter, MN

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## CALL TO ORDER

Mayor Olson called the meeting to order at 5:45 p.m.

## ROLL CALL

Mayor Darrel Olson and Council Members Connie Lyscio, Zach Tabatt, and Jeff Phillips were present. Council Member Mark Cross was absent.

City Administrator Brad Chapulis and Public Works Director Trevor Walter were present.

## PRESENTATIONS

1. Hearing on Proposed Assessment for the 2024 CSAH 77 Utility Improvements Project, Municipal Improvement Number 4118

Alex Bitter, with Widseth, presented the assessment hearing presentation. The presentation included information regarding the project background, public improvement process, proposed improvements, estimated project costs, assessment procedure, schedule and property owner information.

The improvement hearing was conducted on May 20, 2024. The council ordered the improvement and approved plans and specification and authorized bidding the project. The city received four bids, and the apparent low bidder is Pratt's Affordable Excavating, Inc.

The proposed improvements include extension of sanitary sewer and water.

The total estimated project cost is \$852,499.27. The city will be responsible for 15% of water distribution costs, 15% of gravity sanitary sewer costs and 100% of sanitary sewer forcemain. The remaining costs are assessed to the benefitting properties located south of CSAH 77 between Inglewood Drive and Edgewood Drive based on area. The total assessable project cost is \$622,427.71. The assessment terms and payment will be as outlined in the petition and waiver agreements.

## OPEN PUBLIC HEARING

Mayor Olson opened the public hearing at 5:57 p.m.

Dan Hawley, attorney representing Chuck and Steve Olson, asked the Olson's special assessment objection be filed on record and asked the council to adjust the Olson's proposed assessment to zero as their property does not benefit from the project. Mr. Hawley anticipates having a conversation with the city attorney regarding the city's need for an easement across the Olson's property. Mr. Hawley asked the city to reduce the assessment, or he will file the appeal next week.

## CLOSE PUBLIC HEARING

Mayor Olson closed the public hearing at 6:00 p.m.

#### **NEXT STEPS**

City Administrator Chapulis explained the council will consider taking action tonight during the regular meeting to consider adopting the proposed assessment roll.

#### **ADJOURN**

**MOTION** by Council Member Tabatt, seconded by Council Member Lyscio to adjourn at 6:01 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