The regular meeting of the Baxter City Council was called to order on Monday, May 9, 2022 at 6:00 p.m. in the Council Chambers of City Hall by Mayor Bryan DeJong. Council members present were Josh Lokenvitz, Josh Meckley, Tootie Samson, and Dan Kunkel. Jason Robinson was absent.

Kunkel moved to approve the Agenda. Meckley seconded. Motion carried, all ayes. Samson moved to approve Minutes of the regular and special April meetings. Lokenvitz seconded. Motion carried, all ayes.

MSA Professional Services/Nichole Sungren – Sungren gave a brief update on the S. West Avenue Street Reconstruction Project. Currently working with contractor on punch list items. Working on completion of as-builts for the project. Seal coating of south end scheduled for May once weather remains consistent. Final seeding being scheduled for corridor. City-Wide GIS Utility Mapping 2021, waiting on final map updates from Public Works to proceed.

BEDC Report – Chairman Ryan Bucklin reported. Currently obtaining quotes for removal of trailer pads and drive on S. West Avenue property. Waiting on proposal from Snyder for property survey for development. Looking for new Board members interested in serving.

BEDC/TIF Bills Payable – None

Fire and Ambulance Reports – Written fire report was reviewed. A written Ambulance Report was provided, EMS Director, Randi Gliem was also in attendance.

Police Report – Written report was reviewed.

Discussion of Police Chief Position – With the recent resignation of officer Mason Highland the position was further discussed. Council agreed to proceed with the hiring process accordingly.

Maintenance Report – Written report was reviewed in Public Works Director Bryce Halter’s absence.

1. Street sweeping completed.
2. Street potholes have been addressed.
3. Mowing has begun, mower and equipment working well.
4. County 6” pump housed at the Shop out for servicing.
5. Will review RFP’s for lagoon mowing/maintenance at the June meeting.

Water/Wastewater Report – Written report reviewed.

1. Wastewater discharge began April 14th.
2. Two pumps on lift station repaired.
3. Daily water/wastewater averages reviewed for the month.

Employment Agreement/Police Chief – Samson moved to table. Lokenvitz seconded. Motion carried, all ayes.

Council Approval of Police Chief Hire – Samson moved to table. Meckley seconded. Motion carried, all ayes.

Discussion City Nuisance Program – Upon completion of discussion, Council agreed to proceed with current program.

Discussion of Rezoning Request/Growing Greatness Learning Center – A Rezoning Application submitted by Growing Greatness Learning Center/Lindsay Bethards was reviewed. Council agreed to proceed with the P&Z public hearing process contingent upon current property owners agreeing to sign a restrictive covenant that would require the owners to convert the property back to residential prior to any future sale or change in use for the property.

Discussion Nursing Home Property – Mayor DeJong gave a brief update of negotiations to date on the property. Safety and mowing of the property were discussed. The Council agreed upon a process for moving forward and will proceed accordingly.

Resolution #22-22; Resolution Setting the Day, Time, and Place of Baxter City Council Regular Monthly Meetings – Resolution was reviewed, discussion followed. Due to scheduling conflicts for Mayor DeJong, the second meeting of the month will need to be scheduled for the fourth Tuesday rather than Monday. Lokenvitz moved to rescind and amend Resolution #22-22. Meckley seconded. Ayes; Lokenvitz, Meckley, Kunkel. Nays; Samson.

Baxter Chamber of Commerce/Karen Finch – Street Closing Request – Request to Close a Section of W. State Street from Main Street to the Bike Trail Parking Lot, Saturday, June 4, 2022 from 9:00 a.m. – 3:00 p.m. for Hillbilly Bike Ride – Samson moved to approve. Meckley seconded. Motion carried, all ayes.

Set Date for Public Hearing on Proposed 2021/22 Budget Amendment – Samson moved to set the date for Monday, June 13, 2022 at 6:15 p.m. in the Council Chambers. Meckley seconded. Motion carried, all ayes.

Consent Agenda – Kunkel moved to approve. Meckley seconded. Motion carried, all ayes.

Bills Payable – Samson moved to approve. Lokenvitz seconded. Motion carried, all ayes.

Mayor’s Report – Mayor DeJong requested a special meeting be set for Tuesday, May 24, 2022 at 6:00 p.m. Council agreed. Agenda items were discussed.

Other Business – On behalf of Hometown Pride, Peg Kimberley requested Council consideration to install a culvert on the west side of the detention pond in north Geise Park to allow full walking access around the pond. Discussion was held. Council requested Public Works obtain a quote on culvert installation for further consideration.

Discussion was held regarding renewal costs of current City insurance package. The Clerk was requested to send RFP’s to local insurance agents for consideration.

Public Comments – None.

Kunkel moved to adjourn. Meckley seconded. Motion carried, all ayes. Meeting adjourned at 8:20 p.m.

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Mayor Bryan DeJong

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Peg Kimberley, City Clerk