



Governmental Body: The City Council of Baxter, Iowa	Call In Information: City Council Meeting – March 23rd, 2026, 5:30 PM (America/Chicago)
Date of Meeting: Monday, March 23rd 2026	
Time of Meeting: 5:30 P.M.	
Place of Meeting: Baxter Council Chambers	

Mayor Danny Kunkel called the meeting to order at 5:30 p.m. Present were Bethards, Churchill, Milligan, Schabilion, and Smith. Also present was City Administrator/Clerk Jill Braye.

Milligan motioned to approve the agenda. Seconded by Schabilion. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Public Hearing – FY2027 City Budget (5:30 PM)

Mayor Kunkel opened the public hearing at 5:30 p.m. No written or oral comments were received. Mayor Kunkel closed the public hearing at 5:33 p.m.

Public Hearing – Rippey Intersection & Chichaqua Trail Improvements Project (6:00 PM)

Mayor Kunkel opened the public hearing at 6:00 p.m. No written or oral comments were received. Mayor Kunkel closed the public hearing at 6:01 p.m.

Rippey Intersection & Chichaqua Trail Improvements Project – Approval & Contract Award

Council delayed discussion until the project engineer Nichole Sungren joined the meeting at 6:09 p.m. Council discussed a proposed sewer plan modification and associated change order not to exceed \$15,000 to be paid from the Sewer Fund based on MSA Professional Services' recommendation.

Bethards left the meeting at 6:27 p.m.

Milligan motioned to approve the plans, specifications, form of contract, and estimate of cost for the project, including the sewer plan modification not to exceed \$15,000, and to award the contract to Mid State Solutions LLC including base bid and any alternatives as directed by Council. Seconded by Smith. Ayes: Churchill, Milligan, Schabilion, and Smith. Motion carried.

Resolution No. 2026-11 – MSA Professional Services Agreement

Smith motioned to adopt Resolution No. 2026-11 approving the professional services agreement with MSA Professional Services, Inc. for construction administration services. Seconded by Milligan. Ayes: Churchill, Milligan, Schabilion, and Smith. Motion carried

Restland Cemetery Mowing – Bid Opening & Award

Council opened bids for the 2026–2027 Restland Cemetery mowing contract. Bids were received as follows:

- Tyler Sprouse – \$600 per mow (29 mows) plus \$900 cleanup, total \$18,300
- Mike Brandt – \$15,000
- Precision Land Management – \$19,900
- Manifold Construction – \$23,100

Milligan motioned to award the contract to Mike Brandt in the amount of \$15,000. Seconded by Bethards. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Public Comments

No public comments were received.

Adjournment

Milligan motioned to adjourn. Seconded by Schabilion. Ayes: Churchill, Milligan, Schabilion, and Smith. Motion carried. Meeting adjourned at 6:40 p.m.

CITY COUNCIL OF THE CITY OF
BAXTER IOWA

DANIEL KUNKEL, MAYOR
CITY OF BAXTER, IA

ATTEST:

JILL BRAYE, CITY ADMINISTRATOR/CLERK
CITY OF BAXTER, IOWA