



BAXTER

I O W A

Governmental Body:
The City Council of Baxter, Iowa

Date of Meeting:
Monday, June 15, 2026

Time of Meeting:
6:00 P.M.

Place of Meeting:
Baxter Council Chambers

Mayor Daniel Kunkel called the meeting to order at 6:00 p.m. Present were Bethards, Churchill, Milligan, Schabilion, and Smith. Also present were City Administrator/Clerk Jill Braye, Deputy City Clerk Josi Miller, Public Works Director Bryce Halter, Jason Miller with MSA, and members of the public.

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

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

The consent agenda included the minutes from the May 11, 2026, City Council meeting and financial reports.

Council reviewed the claims listing. The claims were approved as presented:

Vendor	Description	Amount
GOTO TECHNOLOGIES	Meeting software	\$19.00
UMB BANK, N.A.	Bond / debt payment	\$140,771.88
ALLIANT ENERGY	Utilities	\$4,707.29
BLACK HILLS ENERGY	Utilities	\$621.27
CENTRAL PUMP & MOTOR LLC	Repairs / maintenance	\$2,965.08
CONSUMERS ENERGY	Utilities	\$156.78
FIRST NATIONAL BANK OMAHA	Credit card purchases	\$1,504.12
FIRST NET	Mobile service	\$397.22
MADISON NATL. LIFE INS. CO.	Employee insurance	\$136.62
MIDWEST SANITATION & RECYCLING	Garbage service	\$14,162.38
O'REILLY AUTO PARTS	Supplies	\$47.60
PARTNER COMMUNICATIONS	Phone & internet	\$340.27
PCC	EMS billing services	\$400.00
SWEPT AWAY CLEANING SERVICES	Cleaning services	\$250.00
TK CONCRETE INC	Street construction	\$86,891.82
VC3 INC.	IT services	\$1,818.74
WEX BANK	Fuel	\$487.11
WELLMARK	Health insurance	\$3,955.15
U.S. POSTAL SERVICE	Postage	\$203.39

IOWA WORKFORCE DEVELOPMENT	Unemployment	\$385.76
ZIFT	Software	\$8.00
AMAZON CAPITAL SERVICES	Library Office supplies	\$672.62
BOOK FARM	Library materials	\$1,236.63
BRANDT, MIKE	Cemetery Mowing	\$5,000.00
BRICK GENTRY P.C.	Legal services	\$3,840.00
CORE & MAIN	Water supplies	\$652.48
ED LEEDOM	Inspections & mileage	\$470.20
IA REGIONAL UTILITIES ASSOC.	Water purchase	\$11,950.81
IAMU	Training / dues	\$554.94
INGRAM	Library materials	\$29.38
IOWA ONE CALL	Utility locates	\$20.70
MICROBAC	Water testing	\$146.75
MIDWEST SANITATION & RECYCLING	Garbage service	\$14,157.85
MSA PROFESSIONAL SERVICES	Engineering	\$23,622.01
MYERS, DANYELLE	Deposit refund	\$83.29
NASER, NASER	Deposit refund	\$247.84
NEWCOM TECHNOLOGIES	IT services	\$350.00
NEWTON DAILY NEWS	Publications	\$192.60
PARTNER COMMUNICATIONS	Phone & internet	\$340.27
STRUTZ, CALEB	Library Services	\$450.00
SWEPT AWAY CLEANING SERVICES	Cleaning services	\$125.00
UMB BANK, N.A.	Admin Fees	\$600.00
USIC LOCATING SERVICES	Utility locates	\$1,896.26
VC3 INC.	IT services	\$54.34
XEROX CORPORATION	Copier agreement	\$108.42
IA FINANCE AUTHORITY	Debt service	\$269,926.25
Total Claims		\$596,567.72
Expenditures By Fund		
FUND	AMOUNT	
001 GENERAL FUND	\$18,966.87	
110 ROAD USE TAX	\$5,318.23	
112 EMPLOYEE BENEFIT	\$2,183.39	
200 CAPITAL PROJECT FUND	\$207,820.63	
301 TIF FUND	\$111,113.83	
600 WATER FUND	\$30,435.31	
605 METER DEPOSITS	\$331.13	
610 SEWER FUND	\$191,872.18	
670 LANDFILL FUND	\$28,444.73	
740 STORM WATER FUND	\$81.42	
Total Expenditures	\$ 596,567.72	

Revenues By Fund May 2026	
FUND	RECEIVED
001 GENERAL FUND	\$42,506.59
110 ROAD USE TAX	\$17,733.22
112 EMPLOYEE BENEFIT	\$26,334.14
125 TIF	\$5,959.37
200 CAPITAL PROJECTS	\$5,266.08
600 WATER FUND	\$43,785.68
610 SEWER FUND	\$38,554.50
670 LANDFILL	\$13,993.10
740 STORM WATER	\$1,893.52
Total Revenues	\$ 196,026.20

City Administrator/Clerk Braye provided an update. Council reviewed the Jasper County Sheriff report for May calls for service. Council reviewed the library report. Council reviewed the Code Compliance report.

Public comments were received from:

Tootie – concerns regarding High Street parking and contractor activity

Matt Olson – introduction as candidate for Iowa House District

MSA Professional Services presented information regarding subdivision requirements and City review procedures. Jason Miller (MSA) and developer Rob Meyer also provided input.

Discussion only; no formal action taken.

Council discussed a potential developer incentive program to assist with engineering review costs.

Direction was given to move forward with development of a policy framework in coordination with legal counsel.

Smith motioned to direct staff and legal counsel to develop a tiered developer incentive policy. Seconded by Milligan. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Milligan motioned to approve Pay Application No. 2 and Change Order No. 2. Seconded by Smith. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Churchill motioned to approve Pay Application No. 1 and Change Order No. 1. Seconded by Smith. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Milligan motioned to adopt Resolution 2026-15 approving BEDCO TIF payment. Seconded by Bethards. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Churchill abstained due to conflict of interest.

Council discussed community event planning including street closures and participation.

Input was provided by SRO Josh Britton and K9 officer John regarding event layout and timing.

Milligan motioned to approve participation and street closures for National Night Out on August 4, 2026. Seconded by Smith. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Smith motioned to adopt Resolution 2026-16 authorizing grant application. Seconded by Churchill. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Milligan motioned to adopt Resolution 2026-17 accepting the Community Catalyst grant award and authorizing City in-kind contribution. Seconded by Schabilion.

Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.
Churchill abstained due to conflict of interest.

Smith motioned to approve Resolution 2026-14 as presented. Seconded by Milligan. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Schabilion motioned to approve Resolution 2026-18. Seconded by Bethards. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Smith motioned to approve Deputy Clerk Josi Miller's attendance at the IEMSA EMS Billing and Documentation Conference. Seconded by Schabilion. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Milligan motioned to approve Baxter Fun Days street closures and event activities. Seconded by Bethards. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Smith motioned to approve fireworks display for Baxter Fun Days. Seconded by Schabilion. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Bethards motioned to approve EMS candy purchase reimbursement up to \$75. Seconded by Smith.

Ayes: Bethards, Churchill, Schabilion, and Smith. Motion carried.
Milligan voted nay.

Milligan motioned to approve street closures and RV parking provisions. Seconded by Smith.

Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.
Churchill abstained.

Council discussed request for sign placement on City property.

Smith motioned to direct staff to contact property owner regarding sign placement, as the location is not City-owned property. Seconded by Milligan. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

City Administrator provided an update on ongoing quarterly collaboration meetings with community organizations and the school district.

No formal action taken

City Administrator provided an update on Iowa Public Information Board complaints and related open records requests.

No formal action taken.

Council discussed existing lease agreement and future options regarding renewal terms.

Milligan motioned to allow the current lease to continue under existing terms without extension beyond the current agreement period. Seconded by Schabilion. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried.

Caselle Cloud Software Update information only.

Mayor Daniel Kunkel provided a report.

Council reviewed and updated task list items.

Milligan motioned to adjourn. Seconded by Schabilion. Ayes: Bethards, Churchill, Milligan, Schabilion, and Smith. Motion carried. Meeting adjourned at 8:10 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