The regular meeting of the Baxter City Council was called to order on Monday, June 12, 2023 at 6:00 pm in the Council Chambers of City Hall by Mayor Pro-Tem Josh Meckley. Council members present were Josh Lokenvitz, Josh Meckley, Tootie Samson, Jason Robinson, and Dan Kunkel. Mayor Bryan DeJong was absent.

Lokenvitz moved to approve the Agenda. Samson seconded. Motion carried, all ayes.

Samson moved to approve the Minutes of the May regular meetings. Lokenvitz seconded. Motion carried, all ayes.

BEDCO Report: No report due to rescheduling of June BEDCO meeting.

BEDCO/TIF Bills Payable: None.

Fire & Ambulance Reports – Written Fire and Ambulance reports were provided prior to the meeting.

Fire Updates:

1. 4 calls of service in May
2. Annual Hog Roast preparation
3. Numerous fire truck repairs

EMS Updates:

1. 9 Calls ran in May – 4 city, 5 rural
2. Approximately 100 signatures have been received from the petitions displayed throughout the community for the EMS Essential Services initiative. Gliem is hopeful for 250 signatures total by the end.

Police Report – Chief Daggett was in attendance.

1. A written report will be provided later this month when stats are available.
2. An abundance of police activity was present within the past two weeks.
3. The department is preparing for Baxter Fun Days.

Discussion held on buying back black police car due to its hail damage. The funds would be placed in the vehicle replacement fund. Council member Samson addressed Chief Daggett about children operating golf carts within city limits and operational hours for UTVs in accordance with state law.

Approval to Purchase Reveal Body Cameras from the Police Equipment Fund – Samson moved to approve. Lokenvitz seconded. Motion carried, all ayes.

Maintenance Report – A written report was reviewed. Public Works Director, Bryce Halter, was in attendance. Items reviewed:

1. Mower has been serviced recently.
2. Quotes received for new signage at City Hall. Insurance money was received for the existing sign.
3. Blue Ford had an alternator replaced.
4. Dirt work will begin soon at Geise Park after Fun Days.

 Water/Wastewater Report –

1. Lead and copper sampling was completed last week.
2. Leak detection survey has been completed for the city and one service line break has been identified.

Review/Selection City Hall Concrete Replacement Project Bids – One bid was submitted by Karns Concrete LLC. Samson moved to approve Karns’ bid price for project #1 outlined in the proposal. Robinson seconded. Motion carried, all ayes.

American Legion/Helicopter – American Legion members, Greg Christianson and Lynn Harnden, were in attendance to present information and request placing a Huey at the American Legion memorial. Council concluded a survey must be ordered to determine whether the indicated area is city property or county property. Kunkel moved to schedule survey. Samson seconded. Motion carried, all ayes.

412 Independence Variance Application – Clerk informed council that a new variance request has been submitted for the property.

Resident, Doug Bishop, addressed the council in regards to a storage container placed at 412 Independence, pertaining to legal fees acquired through the matter.

Chickens Ordinance Discussion - Council member Samson presented information from the Iowa Poultry Association. Lengthy discussion held on ordinance modifications. Upon completion of discussion, Chief Daggett, council member Samson, and resident Shari Bowers will collaborate to edit existing ordinance for review at the next meeting.

ORDINANCE NO. 621; AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BAXTER, 2010, BY ADOPTING A NEW CHAPTER OF THE ANIMAL CONTROL SECTION TO ALLOW URBAN CHICKENS WITHIN BAXTER CITY LIMITS – Samson moved to table. Robinson seconded. Motion carried, all ayes.

Review/Selection of Window Cleaning Bids for City Hall/Community Center – Lokenvitz moved to approve a bid submitted by Peggy Smith. Robinson seconded. Motion carried, all ayes.

Approval to Sign Amended Verizon Tower Lease Agreement – Lokenvitz moved to approve. Samson seconded. Motion carried, all ayes.

Resolution #39-23; A Resolution Setting the Day, Time and Place of Baxter City Council Regular Monthly Meetings – Samson moved to approve. Lokenvitz seconded. Roll call vote: Ayes; Robinson, Samson, Meckley, Lokenvitz. Nays; Kunkel. Absent; DeJong. Resolution #39-23 adopted.

Baxter Fun Days Committee/Street Closing Request – Close W. State Street from Main Street Intersection to Bike Trail Parking Lot, from Thursday, July 6th at 12:00 p.m. until Sunday, July 9th at 2:00 p.m. – Samson moved to approve. Robinson seconded. Motion carried, all ayes.

Baxter Fun Days Committee/Street Closing Request – Close E. State Street from N. High Street intersection to 209 E. State Street from Thursday, July 6th at 12:00 p.m. until Saturday, July 8th at 6:00 p.m. for the vendor fair – Samson moved to approve. Robinson seconded. Motion carried, all ayes.

Discussion Police Department Handheld Speed Camera – Chief Daggett requested tabling discussion in order to gather more information. Lokenvitz moved to table. Samson seconded. Motion carried, all ayes.

City Clerk – Remote Service – Clerk informed council complimentary remote service is no longer offered through IT provider. Cost options were presented. Samson moved to approve VC3 remote access with a $5/month fee, $350 one-time setup fee. Lokenvitz seconded. Motion carried, all ayes.

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

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

Mayor’s Report – None.

Other Business – None.

Public Comments – None.

Mayor Pro-Tem Meckley advised the Council would need to enter into **Closed Session per Iowa Code 21.5 Closed Session, Subsection i.** To Evaluate the Professional Competency of an Individual Whose Appointment, Hiring, Performance, or Discharge is Being Considered When Necessary to Prevent Needless and Irreparable Injury to That Individual’s Reputation and That Individual Requests a Closed Session, for the purpose of City Clerk’s 6 month review. Lokenvitz moved to enter into closed session. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; DeJong. Council entered into closed session at 7:26 p.m.

Samson moved to leave closed session. Lokenvitz seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; DeJong. Council left closed session at 7:57 p.m.

Further Discussion - UTV operational hours - Council determined state law does not restrict hours of operation for UTVs.

Samson moved to adjourn. Robinson seconded. Motion carried, all ayes. Meeting adjourned at 8:00 p.m.

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Mayor Pro-Tem Josh Meckley

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City Clerk, Katie Wilson