The regular meeting of the Baxter City Council was called to order on Monday, August 14, 2023 at 6:00 pm in the Council Chambers of City Hall by Mayor Bryan DeJong. Council members present were Josh Lokenvitz, Josh Meckley, Tootie Samson, Jason Robinson, and Dan Kunkel.

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

BEDC Report – BEDC member, Stephen Van Beek, addressed the council. The contract for the sale of trailer park property is currently in negotiation. BEDC asked for city council consideration to halt decision-making on nursing home property proposals to allow for BEDC’s current initiatives, including applying for a grant and exploring TIF options. BEDC would like to establish more collaboration with city council to ensure both committees’ goals align.

Review/Selection Nursing Home Property Proposals – Baxter resident, Marty Kunkel, addressed the council to explain details of his proposal for the nursing home property. Baxter residents, Dwight & Randi Gliem, addressed the council to explain details of their proposal for the nursing home property. Lengthy discussion held comparing proposals. Upon completion of discussion, Samson moved to accept Dwight & Randi Gliem’s proposal to develop a sports rec complex on the property, subject to approval of negotiations regarding financing and final terms. Lokenvitz seconded. Motion carried, Ayes; Robinson, Samson, Meckley, Lokenvitz. Kunkel abstained.

Samson moved to approve the Minutes of the July regular and special meetings. Meckley seconded. Motion carried, all ayes.

Fire & Ambulance – EMS Director, Randi Gliem, reported.

* 10 calls ran in July – 8 city; 2 in Mingo
* Gliem attended a FEMA training for mass fatalities
* EMS Essential Services Tax Levy Update - A minimum of 126 residential signatures are needed; 184 have been obtained. The petition has been accepted by City Council. A public hearing will be held on 8/21/23 to establish the district. Everything is on schedule for the levy to be on the Nov. 7th election ballot.

Police Report – Chief Bill Daggett displayed the new body cameras and presented his Five-Year Plan for the department. Daggett voiced a few key areas for necessary development:

* Recruiting and training for the next police chief for the City of Baxter
* Implementation of a non-profit fundraising organization
* Remodeling current police department to expand evidence room and add an interview room
* Establishing a department-owned weapon program
* Purchase of a cloud-based RMS system

Discussion/Approval of Purchase – Police Records Management System – Lokenvitz moved to approve. Meckley seconded. Motion carried, all ayes.

Maintenance Report – Public Works Director, Bryce Halter reported.

* Verizon tower projected to be up by the end of August
* All 90 storm intakes have been cleaned out and documented

Water/Wastewater Report –

* Halter is working on gathering updated quotes for the cost of replacing water meters with satellite water meters

Resolution #06-24; A Resolution to Adopt the 2023 Baxter Supplemental Specifications to the Current SUDAS Standard Specifications Edition – DeJong presented Resolution #06-24. Samson moved to approve. Meckley seconded. Roll call vote: Ayes; Lokenvitz, Meckley, Samson, Robinson, Kunkel; Nays; None. Resolution #06-24 adopted.

HomeServe NLC Service Line Warranty Program – Clerk provided more information on the program. The program is no-cost to the city and is an optional service residents may choose to purchase for insurance coverage on their water/sewer service lines. Clerk will place marketing agreement on next agenda for approval.

Approval to Schedule Survey for American Legion Memorial Helicopter – Kunkel moved to approve, subject to negotiations with American Legion on the cost of survey. Robinson seconded. Motion carried, all ayes. Clerk instructed to contact Legion representatives to attend 8/21 meeting to discuss negotiations for survey funding.

Approval for EMS Volunteer Payroll Operations to be Completed by City Clerk’s office – Samson moved to approve. Lokenvitz seconded. Motion carried, all ayes.

Approval of 2022/23 Outstanding Obligation Report – Meckley moved to approve. Samson seconded. Motion carried, all ayes.

Resolution #07-24; A Resolution Approving 2022/23 Investment Summary for the City of Baxter, Iowa – DeJong presented Resolution #07-24. Lokenvitz moved to approve. Samson seconded. Roll call vote: Ayes; Lokenvitz, Meckley, Samson, Robinson, Kunkel. Nays; None. Resolution # 07-24 adopted.

Resolution #08-24; A Resolution to update Existing City Credit/Charge Card Use Policy for Baxter City Employees – DeJong presented Resolution #08-24. Meckley moved to approve. Robinson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Resolution #08-24 adopted.

Resolution #09-24; A Resolution Approving Rules and Regulations for Restland Cemetery in Baxter, Iowa – DeJong presented Resolution #09-24. Robinson moved to approve. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Resolution #09-24 adopted.

Street Parking/City Parking Study – The streets committee will collaborate with Chief Daggett to determine a plan to reduce congestion on specific streets.

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

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

Mayor’s Report –

* Closed Session to take place at 8/21 meeting for the purpose of negotiating Gliem’s nursing home proposal
* Corridor ordinance discussion
* Mayor DeJong announced he is not seeking re-election with the upcoming election

Other Business – Clerk presented information on BOOST grant that BEDC is applying for through Mid-Iowa Planning Alliance and BEDC’s proposal for the City to contribute $2500 to the cost match if awarded. Council decided to not participate in cost match due to limited funding in the budget.

314 Willow Driveway/Sidewalk – Discussion held on memo received from City attorney.

Upon completion of discussion, Halter was instructed to approve driveway permit.

Council member Kunkel requested the council look at adopting updated building codes for the city.

Public Comments – Baxter resident, Doug Bishop, addressed the council in regards to Baxter property tax rates in comparison to other Jasper County communities.

Meckley moved to adjourn. Samson seconded. Motion carried, all ayes. Meeting adjourned at 7:47 p.m.

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Mayor Bryan DeJong

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

 Katie Wilson, City Clerk