The regular meeting of the Baxter City Council was called to order on Monday, August 8, 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.

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

MSA Professional Services/Nichole Sungren – No report in Sungren’s absence.

Pay Application #8; S. West Avenue Phase I Redesign 2020 Street Reconstruction Project – Meckley moved to approve. Samson seconded. Motion carried, all ayes.

BEDC Report – None. Development of the trailer park property was discussed. Council agreed with the development and sale of individual lots as needed.

BEDC/TIF Bills Payable – None.

Fire and Ambulance Reports – A written Ambulance Report was reviewed. EMS Director Randi Gliem was in attendance. No Fire Report.

Police Report – A written report was reviewed. Chief Bill Daggett was in attendance to address the Council. Items discussed:

1. The department currently employs 3 part-time officers and 2 reserve officers.
2. Currently working on activation procedures for the department.
3. Working with the School on a 28E Agreement for SRO services. Will present to the

Council for consideration at the next meeting.

1. Upcoming community/department activities.

Maintenance Report – Written report reviewed. Public Works Director Bryce Halter was in attendance. Items discussed:

1. Clean up completed from Sunday night storm.
2. New intake on S. West Avenue has been installed.
3. New sign for Children’s Park will be installed this week.
4. Quotes reviewed for various City concrete projects. Will need to determine what projects will be completed based on budgetary restraints.

Water/Wastewater Report – Written report reviewed.

1. Quotes for sewer line camera service and jetting reviewed.
2. Lead and copper samplings have been submitted to DNR, awaiting approval.
3. Sunday night storm took out communications from the lift stations to the SCADA

computer system. Working on repairs.

1. Daily water/wastewater averages reviewed for the month.

Resolution #08-23; Resolution Approving 2021/22 Investment Summary for the City of Baxter, Iowa – Lokenvitz presented Resolution #08-23 and moved to approve. Samson seconded. Roll call vote; Ayes: Kunkel, Samson, Meckley, Lokenvitz. Nays: None. Absent: Robinson. Resolution #08-23 adopted.

Resolution #04-23; Resolution Setting Salaries for the Appointed Officers and Employees of the City of Baxter, Iowa for the Fiscal Year 2022/23 – Meckley presented Resolution #04-23 and moved to approve. Samson seconded. Roll call vote; Ayes: Kunkel, Samson Meckley, Lokenvitz. Nays: None. Absent: Robinson. Resolution #04-23 adopted.

Approval of 2021/22 Outstanding Obligation Report – Meckley moved to approve. Samson seconded. Motion carried, all ayes.

Verizon Tower/Geise Park – Information presented by the City Clerk was reviewed. Upon completion of discussion, the Council agreed that with the renovations planned for Geise Park they would prefer to see the tower constructed in a different location. P.W. Director Halter noted that after taking measurements and checking the area grade the property behind the vacant water treatment plant should be well suited for the tower. Council requested the Clerk contact Verizon representative Steve Fester and discuss the possibility of a location change for the tower.

Discussion of City Mileage Rate – The Clerk presented current mileage rate information provided by the IRS. Upon completion of discussion, the Council agreed to increase the City mileage reimbursement accordingly. The matter will be placed on the next Agenda for formal adoption.

Discussion City Clerk Position – Status of the hiring process was reviewed. Clerk noted job has been posted on all sites previously discussed. Resumes received have been submitted to the Selection Committee and Employment Applications have been sent to all candidates to be completed.

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

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

Mayor’s Report – Nursing home property contract ready to be signed.

Other Business – Discussion was held regarding contracted property inspection services. Chief Daggett noted the Police Department would handle nuisance properties and code enforcement matters for the City.

Public Comments – None.

Samson moved to adjourn. Lokenvitz seconded. Motion carried, all ayes. Meeting adjourned at 6:50 p.m.

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Mayor Bryan DeJong

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

Peg Kimberley, City Clerk