The regular meeting of the Baxter City Council was called to order on Tuesday, June 28, 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, Jason Robinson, and Dan Kunkel.

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

Maintenance Report – Updates – Public Works Director Bryce Halter was in attendance. No major updates, currently working on painting street lines prior to Fun Days.

Approval of Change Order #5; S. West Avenue Phase I Redesign 2020 Street Reconstruction Project – Meckley moved to approve. Lokenvitz seconded. Motion carried, all ayes.

Resolution #26-22; A Resolution to Authorize the Transfer of Additional Funds for Fiscal Year End 2021/22 – Clerk presented information on the additional transfers. Lokenvitz presented Resolution #26-22 and moved for its approval. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; None. Resolution #26-22 adopted.

Discussion City UTV Ordinance – With new State guidelines in place for UTV operations, discussion was held regarding the current City Ordinance on UTV operations within the City limits. Upon completion of discussion Council agreed that City Hall should continue to register UTV’s with no fee. The Clerk was asked to obtain a copy of recently passed State legislature for further discussion at the July meeting.

Update Police Chief Position – Mayor DeJong advised the Selection Committee has chosen four possible candidates for the first round of interviews. They would like to begin the interview process as soon as possible. A date and time were set, and the Clerk was instructed to contact the candidates accordingly. The City’s current hourly wage for part-time police officers was discussed with the Council agreeing upon an increase to the current hourly wage. Fun Days coverage was discussed with the Council agreeing to allow Mayor DeJong to negotiate necessary bonus payments to obtain officers for the event.

Discussion Well Property Sale – The Clerk presented necessary procedures required for the sale of City property. The Council requested the Clerk proceed to place the Resolution for proposed sale of property and scheduling a public hearing on the July 11th Agenda with review of proposals and Resolution to Approve Sale for the July 25th meeting.

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

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

Mayor’s Report – A 28E Agreement for use of outside law enforcement agencies was reviewed. Council agreed with language of the agreement and for the Mayor to proceed to sign the agreement to allow continued efforts to obtain Fun Days coverage. The matter will be placed on the July 11th Agenda for formal approval.

Other Business – A contract for the sale of the nursing home property was reviewed. Changes to the contract were discussed. The Clerk will contact the City Attorney accordingly and place the matter on the July 11th Agenda.

Clerk advised the school had contacted her regarding the drop-off area plan for the upcoming school year. They would again like to close a portion of State Street adjacent to the school and make the area one-way in traffic flow for the drop-off zone. Meckley advised this was set up on a year-to-year basis last year and was not considered permanent. The school will have to place their request in writing to the City again for the upcoming school year.

Clerk noted new office/chambers flooring is scheduled to be installed in July. Have spoken with IT provider VC3 and they will supply a tech to take down the computer/server system and set back up once flooring has been installed. Discussion was held with Council agreeing to proceed accordingly.

With the pending retirement of City Clerk, Peg Kimberley, discussion was held on the position and filling the position. A Selection Committee was established to include Tootie Samson and Josh Meckley. The Clerk was instructed to obtain information from other area communities for further consideration at the July meeting.

Samson moved to adjourn. Lokenvitz seconded. Motion carried, all ayes. Meeting adjourned at 7:15 p.m.

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Mayor Bryan DeJong

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

Peg Kimberley, City Clerk