The regular meeting of the Baxter City Council was called to order on Monday, March 14, 2022 at 6:00 p.m. in the Council Chambers of City Hall by Mayor Bryan DeJong. Council members present were Josh Lokenvitz, Tootie Samson, Jason Robinson, and Dan Kunkel by Zoom electronic meeting.

Samson moved to approve the Agenda. Lokenvitz seconded. Motion carried, all ayes. Lokenvitz moved to approve Minutes of the February regular meeting and February and March special meetings. Samson seconded. Motion carried, all ayes.

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

Review MSA Professional Services Agreement/Mobile Home Park Development Review Services and Part Time Construction Observation – BEDC President Ryan Bucklin and Vice President Jon Northrup were in attendance. Both voiced concerns regarding the costs involved with the services provided in the Agreement. Discussion followed. Council requested the Clerk contact Nichole Sungren regarding the cost concerns and ask that she attend the March 21, 2022 special meeting to address the matter.

BEDC Report – Bucklin advised no actions were taken at the March meeting due to lack of a quorum.

BEDC/TIF Bills Payable – None

Fire and Ambulance Reports – A written Ambulance Report was reviewed. No Fire Report.

Police Report – None

Maintenance Report – A written report was reviewed in Public Works Director Bryce Halter’s absence.

1. Endloader cylinder repaired.
2. Flush hydrant repaired.
3. Working on mechanical issues with sander spreader.
4. Spring project schedule reviewed.

Water/Wastewater Report – A written report was reviewed.

1. High wastewater pump at lagoons is faulting due to a high temperature alarm. Contacting Central Pump to repair.

Discussion City-Wide Clean Up Proposal – The proposal was reviewed and discussion followed. Upon completion of discussion Lokenvitz suggested the City hold a city-wide clean-up day contracting with Midwest Sanitation to provide a roll-off and employee for four hours at the Maintenance yard for residential drop offs. The Council will review numbers afterwards to determine if they will continue with the event annually.

Baxter Hometown Pride/Request to Allow Fire/Cooking Rings at Primitive Campsites in Geise Park – The Clerk provided an email from EMC Insurance in regard to having fire/cooking rings within the park campsites. With no concerns presented Samson moved to approve the request. Lokenvitz seconded. Motion carried, all ayes.

Consent Agenda – Robinson moved to approve a Special Class C Liquor License/Sunday Sales Permit for Kelsey’s Kitchen contingent upon approved dram insurance. Samson seconded. Motion carried, all ayes.

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

Mayor’s Report – Discussion continued on developing a set plan for determining employee salary increases to also include longevity and merit language. Once approved the policy will be included in the Employee Handbook. Upon completion of discussion, Council requested the Clerk contact other area communities for policy feedback and further discussion.

Mayor DeJong gave a brief update on possible candidates for the Police Chief position. The selection committee will meet with Chief Hicks this week to discuss the next step and set a date for interviews.

Other Business – None

Public Comments – None

Robinson moved to adjourn. Lokenvitz seconded. Motion carried, all ayes. Meeting adjourned at 6:55 p.m.

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Mayor Bryan DeJong

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

Peg Kimberley, City Clerk