A special meeting of the Baxter City Council was called to order on Tuesday, December 20, 2022 at 5:00 p.m. in the Council Chambers of City Hall by Mayor Bryan DeJong. Council members present were Josh Lokenvitz, Josh Meckley, Tootie Samson, and Jason Robinson remotely. Dan Kunkel was absent.

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

Utility Clerk/Office Assistant Position – Members of the selection committee recommended a candidate for hire. Upon discussion of the candidate’s qualifications, a salary offer was determined. Samson moved to offer the position to the candidate. Meckley seconded. Motion carried, all ayes.

Upon acceptance, the Clerk will proceed with a written Employment Agreement for formal approval at the next council meeting.

Samson moved to adjourn. Lokenvitz seconded. Motion carried, all ayes. Meeting adjourned at 5:17 p.m.

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Mayor Bryan DeJong Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Katie Mills, City Clerk