

The regular meeting of the Baxter City Council was called to order on Monday, November 8, 2021 at 6:00 p.m. in the Council Chambers of City Hall by Mayor Gennypher Popenhagen. Council members present were Lindsay Bethards, Josh Meckley, Tootie Samson, Jason Robinson, and Dan Kunkel.

Meckley moved to approve the Agenda. Samson seconded. Motion carried, all ayes. Meckley moved to approve Minutes of the October 11th regular and special meetings and October 21st special meeting. Samson seconded. Motion carried, all ayes.

MSA Professional Services/Nichole Sungren – Items reviewed:

1. Update on S. West Avenue Street Reconstruction Project – Grading and paving of road completed. Sidewalk installation on the west side of the road completed last week along with curb ramps, driveway entrances and trail connection. Plans are to complete backfilling and stabilizing the site this week to reopen the street for winter. Final seeding and seal coat application to the south end of S. West Avenue scheduled for next Spring.

Approval of Pay Application #4; S. West Avenue Phase I Redesign 2020 Street Reconstruction Project – Meckley moved to approve. Robinson seconded. Motion carried, all ayes.

Accents in Concrete/Jason Nevels- Nevels was not in attendance. Council addressed the matter of damage done to a kitchen hood vent during flooring replacement. The Clerk was requested to contact Nevels accordingly with their decision.

Justin Wiebbecke/Police Department-Baxter School – Police Chief John Hicks was present by teleconference to address Wiebbecke's questions on Police Department involvement with the school and recent events that have occurred.

Police Report – Chief Hicks was present by teleconference. Department currently working on two investigations. Officer Highland continues to work on traffic control.

BEDC Report – President Doug Bishop reported. Items reviewed:

1. Bishop will resign from BEDC as of January 2022. Larry Ladd will also be resigning. Will need to look at recruiting new members.
2. Mike Brandt will continue to mow WFH Phase IV and the new trailer court property once construction debris from S. West Avenue Project has been removed.
3. Brief update on development of Ashton Acres, a new residential subdivision that is being planned for property near Ashton Park.

BEDC/TIF Bills Payable – None

Fire and Ambulance Report – Popenhagen reviewed a written report by EMS Director, Randi Gleim. There was no Fire Report.

Resolution #11-22; A Resolution to Approve 28E Agreement Between the City of Baxter, Iowa and the Baxter Rural Fire and Rescue Advisory Board – Mayor Popenhagen raised concerns

regarding changes made to the existing Agreement and its affect on the direction of management for the new City position. After lengthy discussion, Samson moved to table Resolution #11-22 and approval of the Agreement pending review by the City Attorney. With no second, lengthy discussion continued. Upon completion, Samson moved to rescind her original motion. Robinson seconded. Motion carried, all ayes. Samson moved to approve Resolution #11-22 contingent upon Agreement review and approval by the City Attorney. Robinson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Bethards. Nays; None. Absent; None. Resolution #11-22 adopted, contingent upon approval by the City Attorney.

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

1. IRUA completed water line extension along S. West Avenue. Will remove tanks at the water treatment plant this Winter.
2. Generators at City Hall and wastewater treatment facility repaired.
3. Christmas lights will be hung after Thanksgiving.
4. Fall street sweeping scheduled for November 22nd & 23rd.

Review/Selection of Snow Hauling Bids – Meckley moved to approve a bid submitted by Needham Excavating. Kunkel seconded. Motion carried, all ayes.

Water/Wastewater Report – Written report reviewed.

1. Fall discharge started and will go until December 21st.
2. Two sewer service lines repaired this month.
3. East lift station pump still under repair, will be reinstalled this month.

Resolution #09-22; Resolution to Adopt Changes to the Baxter City Sidewalk Reimbursement Program – Kunkel presented Resolution #09-22 and moved for its approval. Meckley seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Bethards. Nays; None. Absent; None. Resolution #09-22 adopted.

Resolution #10-22; Resolution to Approve the State of Iowa 2021 Financial Report – Samson presented Resolution #10-22 and moved for its approval. Meckley seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Bethards. Nays; None. Absent; None. Resolution #10-22 adopted.

Resolution #12-22; Resolution Obligating Funds from the Incremental Property Tax Revenues for Appropriation to the Funding of an Economic Development Payment Obligation Which Shall Come Due in the Next Succeeding Fiscal Year to Baxter Economic Development Corporation – Meckley presented Resolution #12-22 and moved for its approval. Robinson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Bethards. Nays; None. Absent; None. Resolution #12-22 adopted.

Resolution #13-22; Resolution Authorizing the Transfer of Funds for the Storm Water Improvement Project Loan Interest Payment – Bethards presented Resolution #13-22 and moved for its approval. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Bethards. Nays; None. Absent; None. Resolution #13-22 adopted.

Approval of 2020/21 TIF State Levy Authority Report – Bethards moved to approve. Samson seconded. Motion carried, all ayes.

Approval of 2022/23 TIF Certification – Samson moved to approve. Meckley seconded. Motion carried, all ayes.

Approval of 2022 City Health Insurance Plans/Contributions – Samson moved to approve. Bethards seconded. Motion carried, all ayes.

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

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

Mayor’s Report – None.

Other Business – Mayor Popenhagen advised the lighted Christmas Parade would be held Friday, December 3rd with tree lighting to follow.

An alternate email plan through VC3 for the Mayor and Council was discussed. Council agreed to proceed with the alternate plan at a reduced cost.

Public Comments – Doug Bishop reminded everyone of the American Legion Soup Supper on Veteran’s Day with program to follow at the school.

Bethards moved to adjourn. Meckley seconded. Motion carried, all ayes. Meeting adjourned at 7:45 p.m.

Mayor Gennypher Popenhagen

Attest: _____
Peg Kimberley, City Clerk