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Governmental Body:

The City Council of Baxter, Iowa

Date of Meeting:

Monday, July 14, 2025

Time of Meeting:

6:00 P.M.

Place of Meeting:

Baxter City Hall/Council Chambers

Call In Information:

City Council Meeting – July 14, 2025, 6:00 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/786837429>

You can also dial in using your phone.

Access Code: 786-837-429

United States: +1 (224) 501-3412

1. **Call to Order by Mayor Doug Bishop**
2. **Approval of the Agenda**
3. **Approval of the Consent Agenda: All items listed below are considered routine by the City Council and will be enacted by one motion:**
 - a. Minutes: June 9, June 17, June 25 City Council Meeting
 - b. Claims
4. **Reports:**
 - a. City Administrator/Clerk
 - b. Library
5. **City Council Vacancy Appointment**
 - a. Council discussion and possible action to appoint a qualified resident to fill the current vacancy on the Baxter City Council. The appointment will remain in effect until December 31, 2025, with the seat to be filled by election in November 2025, as outlined in Iowa Code § 372.13(2)(a). The appointment will go into effect immediately upon approval, with the appointed resident to be seated at the same meeting following the vote.
6. **2025 Summer Road Work Plan**
 - a. Council discussion on the 2025 Summer Road Work Plan, including planned maintenance and anticipated road closures. City staff will post a map and public notices following the meeting.
7. **Resolution 2025-43 – Setting the Date for a Public Hearing on Proposal to Enter Into a General Obligation Corporate Purpose Loan Agreement and to Borrow Money Thereunder in a Principal Amount Not to Exceed \$750,000**
 - a. Council discussion and possible action to approve Resolution 2025-43, a resolution setting the date for a public hearing on a proposal to enter into a General Obligation Corporate Purpose Loan Agreement in an amount not to exceed \$750,000. The public hearing would be held on Monday, August 11, 2025, at 6:00 p.m. at Baxter City Hall.
8. **Resolution 2025-44 – Increasing Utility Cash Drawer Amount**
 - a. Council discussion and possible action to approve Resolution 2025-44, a resolution authorizing the increase of the utility payment cash drawer from \$100 to \$200 to ensure adequate change is available when residents pay in large denominations. The resolution also requires a signed acknowledgment from the responsible employee(s) confirming accountability for the updated cash balance.
9. **Resolution 2025-45 – Recognizing Library Board-Approved Wage Adjustments**

- a. Council discussion and possible action to approve Resolution 2025-45, a resolution recognizing and affirming wage adjustments for Library Director Chantelle Maxwell to \$19.50/hour and Library Assistant Sandra De Goey to \$17.00/hour, as approved by the Library Board at its December 2024 meeting with an effective date of July 1, 2025.

10. Resolution 2025-46 – Surplus Police Vehicle Donation and Bid Date

- a. Council discussion and possible action to approve Resolution 2025-46, a resolution confirming the donation of the white 2018 Ford Police Interceptor following a DOT evaluation to Baxter Rural Fire & Rescue, and setting a public bid date of August 11, 2025 at 6:00 p.m. for the sale of the black 2013 Ford Police Interceptor. The vehicle will be sold as-is by sealed bid, with submissions due by 5:00 p.m. on the same date.

11. Tobacco Permit Approvals – Baxter Country Store and Baxter Family Market

- a. Council discussion and possible action to approve tobacco permits for Baxter Country Store and Baxter Family Market for Fiscal Year 2026.

- 12. Public Comments** - At this time, citizens may address the Council. Except in cases of legal emergency, the City Council cannot take formal action at the meeting but may ask the City staff to research the matter or have the matter placed on a subsequent Agenda. **To be heard, a citizen must be recognized by the chair and state their name and address.** Speakers will be given three minutes to present their concerns. Comments and/or questions must be related to City policies or the provision of City services and shall not include derogatory comments about other individuals. Unless specifically called upon by the Mayor, no additional comments and/or questions will be addressed during the remaining meeting once the Public Comment portion has been closed.

13. Mayor's Report

14. Task List – Update and Review

15. Adjournment

This notice is hereby given at the direction of the Mayor pursuant to Chapter 21.4, Code of Iowa, and the local rules of said governmental body.

AMERICANS WITH DISABILITIES ACT COMPLIANCE: IF THERE IS ANYONE WISHING TO ATTEND THE MEETING THAT MAY REQUIRE SPECIAL ASSISTANCE IN BEING ABLE TO PARTICIPATE IN THIS MEETING, PLEASE ADVISE CITY HALL OF YOUR NEEDS 48 HOURS BEFORE THE MEETING