A special meeting of the Baxter City Council was called to order on Tuesday, November 28th, 2023 at 5:30 p.m. in the Council Chambers of City Hall by Mayor Bryan DeJong. Council members present were Tootie Samson, Jason Robinson, Dan Kunkel and Josh Meckley.

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

Public Comments – Rocky Barber addressed the council in regards to placing a storage container at Keltek’s warehouse, located at 205 Townsend Road. Baxter ordinance allows for placement at industrial zoned properties only. Barber will work with Chief Daggett to look at available options.

Council Intent to Fill Vacancy – Mayor DeJong announced the council’s intent to fill vacancy by appointment at the regular January 8th meeting.

Council approved Chief Daggett to work part-time for Battle Hawk Armory/Another Business.

Resolution #19-24; A Resolution Approving the Annual Urban Renewal Report for Fiscal Year 22-23 for the City of Baxter, Iowa – DeJong presented Resolution #19-24. Meckley moved to approve. Samson seconded. Roll call vote: Ayes; Meckley, Samson, Robinson, Kunkel. Nays; None. Absent; None. Resolution #19-24 adopted.

Resolution #20-24; A Resolution to Approve the Iowa Department of Transportation Official State Financial Report for City Streets and Parking 2022/23 – DeJong presented Resolution #20-24. Samson moved to approve. Robinson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; None. Resolution #20-24 adopted.

Resolution #21-24; A Resolution Authorizing the Transfer of Funds for the Storm Water Improvement Project Loan Interest Payment - DeJong presented Resolution #21-24. Meckley moved to approve. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; None. Resolution #21-24 adopted.

MSA Professional Services Contract/Mobile Home Park Redevelopment (S. West Ave.) /Subdivision Code – Discussion held over redevelopment plan not applicable to major subdivision requirements due to there being four lots subdivided. Council determined second engineer review unnecessary due to utilities recently being installed with the construction of S. West Avenue.

Mayor Bryan DeJong advised the Council would need to enter into Closed Session per Iowa Code 21.5 Closed Session, Subsection i. to discuss the purchase or sale of real estate – 407 S East Ave; Nursing Home Property - Robinson moved to enter closed session. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; None. Council entered closed session at 5:46 p.m.

Samson moved to leave closed session. Robinson seconded. Roll call vote: Ayes; Meckley, Samson, Robinson, Kunkel. Nays; None. Absent; None. Council left closed session at 5:54 p.m.

Development/Minimum Assessment Agreement for Sale of Real Property - 407 S East Ave; Nursing Home Property – Modifications will be made to the agreement and placed on the 12-11 agenda for approval.

Other Business

1. JEDCO grant funds will be released due to sale of nursing home property.
2. Council instructed clerk to send out RFPs for legal counsel for the upcoming year.

Samson moved to adjourn. Robinson seconded. Motion carried, all ayes. Meeting adjourned at 6:01 p.m.

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Mayor Bryan DeJong

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

            Katie Wilson, City Clerk