The regular meeting of the Baxter City Council was called to order on Monday, February 13, 2023 at 6:00 p.m. in the Council Chambers of City Hall by Mayor Pro-Tem Josh Meckley. Council members present were Josh Lokenvitz, Josh Meckley, Tootie Samson, Dan Kunkel and Jason Robinson. Mayor DeJong was absent.

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

Public Hearing: Proposed Property Tax Levy Fiscal Year July 1, 2023 – June 30, 2024 – Mayor Pro-Tem Meckley made a motion to open the public hearing at 6:00 p.m. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; DeJong. Meckley called for public comments or concerns. With none, Meckley called for a motion to close the public hearing at 6:33 p.m. Lokenvitz so moved. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; DeJong.

Discussion was held regarding EMS department funding. West Malaka Benefitted Fire District has been funding the EMS department and they will be looking at some large expenditures over the next few years. To move forward, the Fire Advisory Board would like to gain full support from the City Council to pursue campaigning and hold an election to potentially levy for EMS protection.

Resolution #30-23; Resolution by the City of Baxter, Iowa to Declare Emergency Medical Services (EMS) to be an Essential Service in 2023 – Meckley presented Resolution #30-23. Kunkel moved to approve. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; DeJong. Resolution #30-23 adopted.

Lokenvitz moved to approve Minutes of the January regular meetings. Samson seconded. Motion carried, all ayes.

MSA Professional Services/Nichol Sungren – No report.

Resolution #27-23; Resolution Approving the Maximum Property Tax Dollars Requested from Certain Levies for the City’s Fiscal Year 2023/24 Budget – Meckley presented Resolution #27-23. Lokenvitz moved to approve. Samson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley, Lokenvitz. Nays; None. Absent; DeJong. Resolution #27-23 adopted.

Natalie Moorman was present on behalf of the Chamber of Commerce to propose the idea of creating a special day or week to recognize and honor our Fire, EMS, and Police departments.

BEDC Report – A written report was submitted by BEDCO president, Katie Petermeier. Discussion was held regarding the SUDAS requirements for the trailer court lots to be sold as one whole lot. Public works director and clerk will follow up with City engineer and BEDCO.

BEDC/TIF Bills Payable – None.

Fire and Ambulance Reports – A written Fire Report was submitted. EMS Director Randi Gliem was present to provide a brief update. 106 ambulance calls were taken in 2022.

Police Report – A written report was submitted by Chief Bill Daggett.

1. New reserve officers are currently enrolled in the online academy.
2. Black Ford has been repaired.
3. Will be interviewing a part-time officer this week.

Resolution #28-23; Resolution Authorizing a 28E Agreement with the City of Melbourne for the Baxter Police Department to Provide Police Services to Melbourne and Authorizing the Mayor and Police Chief to Negotiate and Sign the 28E Agreement – Meckley presented Resolution #28-23. Samson moved to approve. Kunkel seconded. Roll call vote; Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; DeJong, Lokenvitz. Resolution #28-23 adopted.

Maintenance Report – A written report was reviewed. Public Works Director Bryce Halter was in attendance. Items discussed:

1. Currently cleaning up broken seal coat and repairing sod.
2. Two loads of rock have been put down at Geise Park.
3. End loader has a hydraulic leak and will be serviced.
4. Snyder has completed the park survey. Pins have been installed along their survey stakes so they can be located.

Water/Wastewater Report – Written report.

1. DNR wastewater site and recordkeeping inspection has been completed.
2. Daily water/wastewater averages reviewed for the month.

Central Pump & Motor, LLC – Approval of Annual Pump Maintenance Agreement – Meckley moved to approve. Robinson seconded. Motion carried, all ayes.

Resolution #29-23; Resolution Setting the Mileage Rate Reimbursement for the City of Baxter, Iowa – Meckley presented Resolution #29-23. Samson moved to approve. Robinson seconded. Roll call vote; Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; DeJong, Lokenvitz. Resolution #29-23 adopted.

Approval to Utilize the State of IA Automatic Renewal Program for Liquor Permits – Samson moved to approve. Meckley seconded. Motion carried, all ayes.

ORDINANCE NO. 619; AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF BAXTER, 2010, BY AMENDING CITY CODE CHAPTER 146 LIQUOR LICENSES AND WINE AND BEER PERMITS - Samson moved to approve the first reading of Ordinance 619. Robinson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; DeJong, Lokenvitz. Samson moved to waive the second and third readings. Meckley seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; DeJong, Lokenvitz. Samson moved to approve on the final reading. Robinson seconded. Roll call vote: Ayes; Kunkel, Robinson, Samson, Meckley. Nays; None. Absent; DeJong, Lokenvitz. Ordinance #619 adopted.

Nursing Home Property – The clerk gave an update on feedback received from city attorney. Council determined to keep residential stipulation, request a developer’s agreement within the proposal, and select a deadline. The clerk will request information from city attorney on how to figure a minimum assessment on the property, as well as what guidelines are required to close out the existing RFP.

Consent Agenda – Samson moved to approve Consent Agenda contingent upon insurance approval for Bea’s Place liquor permit. Meckley seconded. Motion carried, all ayes.

Bills Payable – Kunkel moved to approve. Robinson seconded. Motion carried, all ayes.

Mayor’s Report – None.

Other Business – The clerk announced the city hall/community center rug & mop cleaning vendor will be changing ownership. Council instructed clerk and public works director to obtain pricing for purchasing industrial rugs for the building and to draft a request for proposal on weekend rental cleaning services for the facilities.

Public Comments – None.

Kunkel moved to adjourn. Samson seconded. Motion carried, all ayes. Meeting adjourned at 7:19 p.m.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Mayor Pro-Tem Josh Meckley

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

Katie Mills, City Clerk