**A logo with a group of people and trees

Description automatically generatedCity of Baxter, Iowa**

**Minutes**

**November 12th, 2024**

GOVERNMENTAL BODY: THE CITY COUNCIL OF BAXTER, IOWA

DATE OF MEETING: November 12, 2024

Mayor Doug Bishop called the meeting to order at 6:08 p.m. Present were Kinzel, Milligan, Schabilion, Kunkel, and Smith. None were absent. Also present were Battani, Braye, Halter, and various members of the public.

Milligan moved to approve the agenda by removing resolution #97-24 a resolution acknowledging receipt of the Fiscal Year Ending 2024 Annual Financial Report. Kinzel seconded. Ayes: Kinzel, Milligan, Schabilion, and Kunkel. Motion carried.

Schabilion moved to approve the Consent, agenda by amending the October 28th minutes to state Fire station driveway not to exceed $24K. Kinzel seconded. 5-ayes, motion carried. The consent agenda was as follows: October 17th, October 24th, October 28th, and November 4th Minutes.

The claims list is as follows:

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| --- | --- | --- |
| *Post Office* | UB Postage/Shipping | $161.84 |
| *Black Hills Energy* | Utilities | $109.98 |
| *Brick Gentry P.C.* | Legal | $1,380.00 |
| *Consumers S Energy* | Utilities | $98.76 |
| *First National Bank Omaha* | Vehicle Repair | $34.57 |
| *First Net* | Telecommunication | $386.18 |
| *IA Regional Utilities Assoc.* | Utilities | $8533.12 |
| *Jasper Cty. Sheriff* | Law Enforcement | $3,000.00 |
| *John Deere Financial* | Vehicle Repair | $90.83 |
| *Madison Natl. Life* | Employee Benefits | $88.14 |
| *Partner Communications* | Technology Services | $409.08 |
| *Ryan Eaton* | Law Enforcement - Council Mtg | $105.00 |
| *Unplugged Wireless Comm* | Equipment | $70.00 |
| *Xerox Corp.* | Supplies | $99.59 |
| *Iowa Finance Authority* | Interest/Principal | $13,377.50 |
| *Newton Daily News* | Publishing | $652.87 |
| *Banyon Data Systems* | Technology Services | $1,364.00 |
| *Baxter Family Market* | Supplies | $9.56 |
| *Bound Tree Medical LLC* | Medical Supplies | $84.56 |
| *Chantel Maxwell* | Library Program/Training | $23.04 |
| *Central Pump & Motor* | Flood Damage | $752.45 |
| *Consumer S Enegry* | Utilities | $102.77 |
| *Ingram* | Library Materials | $463.72 |
| *Interstate Power Systems* | Service Call Fire Station | $5,417.60 |
| *Jetco inc.* | Flood | $513.75 |
| *Groskurth, Kelly* | Mileage Reimbursement | $5,016.96 |
| *Lexipol LLC* | PoliceOne Academy | $1,003.14 |
| *Midwest Sanitation & Recycling* | Recycl. Collection | $10,133.70 |
| *Midwest Sanitation & Recycling* | Garbage Collection | $29,107.20 |
| *Jamie Milligan* | Technology Services | $343.24 |
| *MSA Professional Services* | S. West Ave Reconstruction | $1,216.75 |
| *Oreilly Auto Parts* | Truck Maintenance/Park | $224.77 |
| *SAAK Inc.* | Truck Maintenance | $30.00 |
| *Sandra Degoey* | Mileage Reimbursement | $18.09 |
| *State Library of IA* | Training | $20.00 |
| *UMB Bank* | Interest Payments | $11,481.90 |
| *VC3 Inc.* | Technology Services | $1,664.10 |
| *Westrum Leak Detection* | Leak Detection Survey | $900.00 |

|  |  |
| --- | --- |
| 001 GENERAL FUND | $16,410.77 |
| 110 ROAD USE TAX | $508.37 |
| 200 DEBT SERVICE | $11,570.02 |
| 301 CAPITAL PROJECT FUNDS | $7,401.75 |
| 600 WATER FUND | $9,549.91 |
| 610 SEWER FUND | $6,895.98 |
| 670 LANDFILL | $46,433.37 |
|  |  |
| **Total** | **$98,770.17** |

Reports:

* 1. BEDC
     + Nothing further to report after hearing from Speer Financial in the TIF workshop held on November 12th at 5 pm.
  2. Chamber of Commerce
     + No updates reported.
  3. Home Town Pride
     + No updates reported.
  4. Rural Fire District
     + No updates reported.
  5. EMS
     + Calls have decreased by 25%.
  6. Jasper Co. Sherriff’s Office
     + The mayor has asked the sheriff’s office to complete more patrols.
  7. Public Works:
     + A sewer line issue occurred the week of the 4th and was promptly resolved by our Public Works team.
  8. Library
     + Nothing new to report.

Milligan motioned to approve the first invoice receipt from First Onsite Storm Restoration of $80,595. Seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Smith motioned to approve Resolution # 94-24: Obligating fiscal year ending 2026 annual appropriation for the West Field Horizon (Phase 4A) Development to BEDC, second by Schabillion. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Milligan motioned to approve Resolution # 95-24: Approving TIF Debt Certification for the City of Baxter, Iowa, not to exceed $111,710, seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motioned carried.

Smith motioned to approve Resolution #96-24: Approving the 2024 Annual Urban Renewal report, second by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motioned carried.

Kinzel motioned to approve resolution # 94-24: Acknowledging Library Director Chantelle Maxwell’s hourly rate increase to $18.50 per hour, seconded by Smith. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Council discussed transitioning residents outside city limits who currently use the city water utility to rural water services. For the two residents outside of city limits who are utilizing city water, the city would give them sixty days to hook up water from the rural service provider before turning them off city water. Such residents would still utilize city sewer services, which are ongoing. Schabilion motioned to approve, seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motioned carried.

Council heard from Battani regarding the city’s health insurance plan and contributions for 2025. Battani is waiting to hear from other insurance brokers about the options available, with the idea that the city should look for a lower deductible plan. Otherwise, Battani mentioned the idea of contributing to city employees' health savings accounts, mentioning the industry employer contribution standard. Battani is expected to meet with city employees and then provide suggestions to the council in December. Smith motioned to table the conversation. Milligan seconded. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motioned carried.

There were no public comments at the November 12th council meeting.

The mayor informed the public that a citizen asked for a 30-day extension to work on their inoperable car currently located in their driveway, and the council agreed to provide such an extension. The mayor reminded the public that Benola is using the community center for the annual Thanksgiving dinner. Lastly, the mayor addressed neighboring complaints regarding a rental property owned by Kunkel, specifically concerning the pool, and requested that it be cleaned.

Task List Reviewed.

Schabilion moved to Adjourn. Milligan seconded. 5-ayes, motion carried.

Meeting adjourned at 6:32 p.m.

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Lucas Battani, City Clerk Doug Bishop, Mayor