|  |  |
| --- | --- |
| **Governmental Body:**  The City Council of Baxter, Iowa | **Call In Information:**  **City Council Meeting – December 9, 2024, 6:00 – 9:00 PM (America/Chicago)**  **Please join my meeting from your computer, tablet or smartphone.**  [**https://meet.goto.com/984457573**](https://meet.goto.com/984457573)  **You can also dial in using your phone.**  **Access Code: 984-457-573**  **United States: +1 (872) 240-3212** |
| **Date of Meeting:**  Monday, December 9th, 2024 |
| **Time of Meeting:**  6:00 P.M. |
| **Place of Meeting:**  Baxter City Hall/Council Chambers |

A picture containing text, tree, outdoor

Description automatically generated

Mayor Doug Bishop called the meeting to order at 6:00 p.m. Present were Kinzel, Milligan, Schabilion, Kunkel, and Smith. None were absent. Also present were Battani, Braye, and various members of the public.

Milligan moved to approve the agenda. Smith seconded. Ayes: Kinzel, Milligan, Schabilion, Smith and Kunkel. Motion carried.

Milligan moved to approve the Consent agenda. Kinzel seconded. Ayes: Kinzel, Milligan, Schabilion, Smith and Kunkel. Motion carried. The consent agenda was as follows: November 12th Minutes.

The claims list is as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *IA Regional Utilities Assoc.* | Utilities | | | $15,095.66 |
| *Jasper County Auditor* | Resolution #100-24 Filing | | | $22.00 |
| *Alliant Energy* | Utilities | | | $3,437.67 |
| *Amazon Capital Services* | Office Supplies | | | $603.29 |
| *Battani, Lucas* | Budget Workshop Registration | | | $200.00 |
| *Continental Research Corp* | *Supplies* | | | $215.13 |
| *First Onsite* | Hail Siding Repair | | | $54,663.81 |
| *Ed Leedom* | Compliance Inspections | | | $981.00 |
| *McCall Monument Works Inc.* | Unknown Soldier Monument | | | $107.00 |
| *Midwest Sanitation & Recycling* | Garbage/Recycling Collection | | | $12,510.06 |
| *Mike Brandt* | Contract | | | $439.20 |
| *Newton Daily News* | Publishing | | | $391.38 |
| *Schroeder* | Supplies | | | $150.00 |
| *Sign pro* | City Hall & Comm. Center Signs | | | $1,885.34 |
| *Quill Corp.* | Office Supplies | | | $95.32 |
| *US Cellular* | Telecommunication | | | $17.78 |
| *USIC Locating Services* | Dig Notification | | | $761.78 |
| *VC3 Inc.* | Firewall Upgrade/Tech Serv. | | | $3,431.16 |
| *Baxter Eco Dev. Corp.* | TIF Rebate FYE 24-25 | | | $11,904.99 |
| 001 GENERAL FUND | | $9,006.24 |
| 110 ROAD USE TAX | | $57,485.14 |
| 125 TAX INCREMENT FINANCING | | $11,904.99 |
| 500 CEMETERY PERP. CARE | | $107.00 |
| 600 WATER FUND | | $15,648.69 |
| 610 SEWER FUND | | $723.60 |
| 670 LANDFILL | | $13,510.06 |
| **Total** | | **$108,385.72** |

Reports:

1. BEDC
   1. BEDC is undergoing new calendar year elects, with Jon Northup being president for 2025. BEDC purchased a quality camera through the Boost Grant.
2. Chamber of Commerce
   1. Nothing new to report.
3. Home Town Pride
   1. Nothing new to report.
4. Public Works
   1. First Onesite completed siding repair to the City Hall and Community Center. Will complete the repair to the maintenance facility next.
5. Library
   1. November 2024 checkouts increased by 31.47% compared to November 2023.

Smith motioned to approve the second and final invoice receipt from First Onsite Storm Restoration of $54,66381. Seconded by Milligan. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Council discussed the 2026 Fiscal Year Budget Timeline, ensuring council members factored the proposed meeting dates on their calendars.

Kinzel motioned to approve resolution #99-24, setting a public hearing to be held on January 13, 2024 at 6:00 p.m. regarding the Sale and Transfer of Public Property being legally described as East 150’ Tract 1 Lot A SE NE, otherwise known as 222 W. Station Street. Seconded by Schabilion Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Smith motioned to approve resolution #100-24, establishing a permanent easement for a city-owned water line within the 222 W. Station Street property. Seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Milligan motioned to advise city staff to proceed with the next steps of the West Avenue Phase II & III MSA Proposal. Seconded by Smith. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Council reviewed the Boundary Line Adjustment requests for 310 W Buchanan and 406 W Avenue. Smith asked to confirm whether the portable shed was 6 feet away from the property line or could be moved to comply with the setback requirement. Battani advised that the Planning and Zoning Commission recommended approval of the BLA based on the property owner's assertion that the shed is portable. The Planning and Zoning Commission determined that, as a moveable structure, the shed could be made compliant with zoning requirements. Motioned by Milligan. Seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Milligan motioned to approve resolution #102-24, authorizing the new city employees’ signatures to the city's bank accounts. Seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, and Smith. Nays: Kunkel. Motion carried.

Smith motioned to approve resolution #97-24, acknowledging receipt of the Fiscal Year Ending 2024 Annual Financial Report. Seconded by Kinzel. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Kinzel motioned to approve the $635.59 invoice to update the city hall's thermostat, funded by the Clement Trust grant awarded to the city. Seconded by Milligan. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Battani proposed switching city employees from a high-deductible health plan to a lower-deductible health plan for the 2025 calendar year. Milligan motioned to approve. Seconded by Smith. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Battani proposed to the council the option for employees to elect Cash-in-Lieu of Medical, which could save the city substantial money if an employee decided to take coverage with a spouse rather than the city. Battani also proposed removing the language stating employees are required to take coverage with a spouse if offered and mentioning the city contributing to the health savings account, which isn’t an option for 2025. Milligan motioned to table the discussion on Cash-In-Lieu but to approve removing the spousal coverage and health savings contribution language from the employee handbook. Seconded by Smith. Ayes: Milligan, Kinzel, Schabilion, Kunkel, Smith. Motion carried.

Public Comments: Discussion regarding utility billing and agenda placement.

The mayor had nothing to report at this council meeting.

Task List Reviewed.

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

The meeting adjourned at 6:28 p.m.

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

Lucas Battani, City Clerk Doug Bishop, Mayor