



## City of Baxter, Iowa Minutes Council Meeting October 14, 2024

Mayor Bishop called the workshop to order at 6:00 p.m. Present were: Kinzel, Kunkel, Milligan, Schabilion, Smith. Mayo also present were Groskurth, and various members of the public

Smith moved to approve the agenda. Schabilion seconded. 5-ayes, motion carried.

Milligan moved to approve consent agenda by amending 9/26/24 minutes regarding job description for job description. Smith seconded. 5-ayes, motion carried. The consent agenda was as follows: September 23, 2024 agenda as amended, and the following list of bills:

<i>BAXTER RURAL FIRE &amp; RESCUE</i>	Refund EMS Director Salary	\$11,133.73
<i>BLACK HILLS ENERGY</i>	UTILITY	\$106.94
<i>BRICK GENTRY P.C.</i>	LEGAL FEES	\$615.00
<i>CONSUMER S ENERGY</i>	UTILITY	\$102.77
<i>DENNIS SIMON</i>	LAW ENFORCEMENT - COUNCIL MTG	\$105.00
<i>ED LEEDOM</i>	SEPT - NUISANCE ABATEMENT	\$692.76
<i>ELIZABETH WARNER</i>	Refund Rec Req no recording to provide	\$22.26
<i>FIRST NATIONAL BANK OMAHA</i>	SEPT ACTIVITY	\$120.46
<i>FIRST NATIONAL BANK OMAHA</i>	COMMUNICATIONS	\$193.03
<i>FORBES OFFICE SOLUTIONS</i>	OFFICE SUPPLIES	\$429.17
<i>GEMT</i>	IOWA MEDICAID ENTERPRISE	\$1,187.05
<i>HENNICK, GENE</i>	REIMB CPR TRAINING	\$22.79
<i>House, Mike</i>	Deposit Refund	\$124.32
<i>Hill, Matthew</i>	Deposit Refund	\$115.34
<i>IOWA ONE CALL</i>	LOCATES	\$49.50
<i>JAMIE MILLIGAN</i>	REIMB GO TO MEETING	\$576.32
<i>JASPER CTY. EMERG. MANAGEMENT</i>	ANNUAL PER CAPITA	\$1,443.00
<i>JASPER CTY. SHERIFF</i>	LAW ENFORCEMENT-OCT	\$3,000.00
<i>JOHN DEERE FINANCIAL</i>	CLEANING SUPPLIES	\$60.96
<i>JONES DEB</i>	REFUND COMM CENTER	\$150.00
<i>JSA INSURANCE</i>	ADD SHELTER GIESE PARK	\$588.00
<i>MENARDS/ANKENY</i>	POTHOLE PATCH	\$229.80
<i>MENARDS/MARSHALLTOWN</i>	VEHICLE MAINTENANCE	\$353.01
<i>MIKE BRANDT</i>	mowing	\$2,863.10
<i>MSA PROFESSIONAL SERVICES</i>	West Ave phs II	\$1,957.00
<i>NEW CENTURY FS INC. LOC.34</i>	TAN K RENT	\$278.20
<i>NEWTON DAILY NEWS</i>	Minutes 9/23/24	\$120.52
<i>PARTNER COMMUNICATIONS</i>	utility	\$231.29
<i>SNYDER &amp; ASSOCIATES</i>	WTP EASEMENT	\$3,000.00
<i>SPRAYER SPECIALTIES INC.</i>	sewer operational supplies	\$816.27
<i>VC3 INC.</i>	TECH SUPPORT	\$54.34
<i>XEROX CORPORATION</i>	SEPT COPIER AGREEMENT	\$91.61
	Total	\$30,833.54

*Expense by Fund:*

001 GENERAL FUND	\$23,367.39
110 ROAD USE TAX	\$340.26
301 CAPITAL PROJECT FUNDS	\$1,957.00
600 WATER FUND	\$4,187.05
610 SEWER FUND	\$981.84
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	\$30,833.54

Reports:

BEDC: informed BEDC is working on TIF appropriation worksheet to present to council for annual appropriation request. Informed BEDC has 2 lots for sale.

Chamber of Commerce and Hometown Pride: Way finding Sign project will have extra monies and with council approval would like to use funds towards Giese Park camping signs, rules and regulation signs, and Giese Park signs. Discussed purchasing Baxter Flags for Main Street if money available after Giese Park signs are purchased.

Hometown Pride received the Vision Iowa Grant for community Visioning. Kickoff meeting will be held in Ames on November 7, 2024. Would like elected official to attend and be part of the committee.

EMS: written report received. Isky has completed EMT training. Discussion with council regarding the per call pay schedule for EMS. Budget was discussed.

Jasper Co. Sheriff's Office: Mayor gave update he received from sheriff. Department has received several applications. Hope to have officer hired soon per agreement with Baxter.

Public Works: Written report received. Giese park pavilion has been repaired from vandalism. Security tapes are being reviewed to determine what/who caused the damage. FEMA will be in office Wednesday afternoon. Water usage discussed.

Smith moved to table pay request in the amount of \$80,595 to First Onsite Storm Restoration for siding materials received. Kinzel seconded. 5-ayes, motion carried.

Milligan moved to approve general engineering services agreement with MSA Engineering. Smith seconded. Ayes: Kinzel, Milligan, Schabilion, and Smith. Abstained: Kunkel. Motion carried.

Milligan moved to proceed with West Avenue Street Project. Smith seconded. 5-ayes, motion carried.

Kinzel moved to approve JEDCO Façade Grant – Java on Main grant. Milligan seconded. 5-ayes, motion carried.

Smith moved to direct public works to change Giese Park pavilion lighting to be

directional lighting to lessen impact to neighbors. Schabillon seconded. 5-ayes, motion carried.

Record Storage discussion held.

Active Nuisance abatement list was reviewed and discussed. Smith mention driveway issue that was to be completed in August of 2024.

Written Report regarding Utility Billing regarding rental properties were discussed. Groskurth recommended a letter be sent to landlord's reminding them to notify City of tenant changes.

The idea of having a workshop as a whole for the 2<sup>nd</sup> meeting of the month was discussed. Council liked the concept of "workshop as a whole." Council's goal is to get back to one meeting a month.

Public Comments: topic discussed were nuisance properties.

Mayor's Report: Mayor informed council voicemail problem has been resolved. Mayor discussed the intersection of Polk and Queen Ann Court and need to be cautious and watch for children. Traffic control options were discussed for this intersection and Watson and West intersection.

Milligan moved to adjourn. Kinzel seconded. 5-ayes, motion carried.  
Meeting adjourned.

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Kelly Groskurth, Interim City Clerk

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Doug Bishop, Mayor