



BAXTER

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Governmental Body:

The City Council of Baxter, Iowa

Date of Meeting:

Monday, October 13th, 2025

Time of Meeting:

6:00 P.M.

Place of Meeting:

Baxter Community Center

Call In Information:

**City Council Meeting – October 13, 2025,
6:00 PM (America/Chicago)**

**Please join my meeting from your
computer, tablet or smartphone.**

<https://meet.goto.com/130934477>

You can also dial in using your phone.

Access Code: 130-934-477

United States: +1 (571) 317-3112

Mayor Doug Bishop called the meeting to order at 6:00 p.m. Present were Milligan (virtually), Larson, Kunkel (virtually), Schabilion, and Smith. City Administrator/Clerk Battani, Deputy City Clerk Braye, City Engineer Nichole Sungren, and members of the public were also present.

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

Larson moved to approve the consent agenda. Smith seconded. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried. The consent agenda consisted of the minutes from the September 22, 2025, City Council meeting, financial reports, and claims. The claims are as follows:

| | | |
|--------------------------------|--------------------|--------------|
| ACTIVE NET | Website Fees | \$4,591.00 |
| ALLIANT ENERGY | Electric Utilities | \$4,578.45 |
| BAXTER TOWN CENTER HOA | Annual Dues | \$900.00 |
| BLACK HILLS ENERGY | Gas Utilities | \$173.86 |
| BLACKTOP SERVICE COMPANY | Road Repair | \$206,849.37 |
| BOOT BARN INC. | Work Boots | \$368.98 |
| BRANDT, MIKE | Mowing | \$2,416.66 |
| BRICK GENTRY P.C. | Legal Services | \$1,780.00 |
| CONSUMER'S ENERGY | Electric Utilities | \$159.45 |
| ED LEEDOM | Inspections/Admin | \$466.40 |
| FIRST NATIONAL BANK OMAHA | Supplies | \$752.47 |
| FIRST NET | Telecomm. | \$86.23 |
| HAWKEYE TRUCK EQUIPMENT | Snow Plow | \$1,050.00 |
| IA REGIONAL UTILITIES ASSOC. | Water Purchase | \$12,937.32 |
| INGRAM | Library Materials | \$646.49 |
| IOWA PRISON INDUSTRIES | Signage | \$528.77 |
| JASPER COUNTY SHERIFF EMS/ALS | EMS Services | \$150.00 |
| JOHN DEERE FINANCIAL | Equipment Supplies | \$116.02 |
| MADISON NATL. LIFE INS. CO. | Life Insurance | \$136.62 |
| MICROBAC | Lab Testing | \$35.00 |
| MIDSTATE SOLUTION | Road Repair | \$2,468.50 |
| MIDWEST SANITATION & RECYCLING | Garbage/Recycling | \$14,129.84 |
| MUNICIPAL SUPPLY INC. | Curb Replacement | \$66.50 |

| | | |
|------------------------|---------------------|---------------------|
| NEWTON DAILY NEWS | Publications | \$406.73 |
| OREILLY AUTO PARTS | Vehicle Maintenance | \$126.97 |
| PARTNER COMMUNICATIONS | Telecomm. | \$404.82 |
| SEELEY, SALLY | Reimbursement | \$32.72 |
| US CELLULAR | Telecomm. | \$122.06 |
| WASHER SYSTEMS OF IOWA | Equipment | \$630.87 |
| XEROX CORPORATION | Copier Lease | \$109.82 |
| YOUR FLEETCARD PROGRAM | Fuel | \$71.52 |
| TOTAL | | \$257,293.44 |

| Fund | Revenues | Total Expenditures (\$) |
|----------------------|--------------------|--------------------------------|
| 001 GENERAL FUND | \$9,865.02 | \$15,100.84 |
| 110 ROAD USE TAX | \$9,572.84 | \$211,088.39 |
| 112 EMPLOYEE BENEFIT | \$1,481.94 | \$136.62 |
| 600 WATER FUND | \$29,692.80 | \$11,478.80 |
| 610 SEWER FUND | \$26,863.22 | \$16,317.83 |
| 670 GARBAGE FUND | \$15,612.62 | \$3,170.96 |
| TOTAL | \$93,088.44 | \$257,293.44 |

City Administrator/Clerk Battani advised that CDBG surveys have been delivered to residents along Station Street from the Recreation Complex to the school, with a requested completion date of October 31, 2025. The goal of the survey process is to establish eligibility for future CDBG funding to assist with the phased reconstruction of Station Street.

Smith motioned to open the public hearing on the Plat of Survey for the Dollar General site. Schabilion seconded. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried. The hearing opened at 6:02 p.m. John Fatino, attorney for Overland Group, LLC, spoke in favor of the plat, noting approval by both the City Engineer and Jasper County. Robin and Brock Hansen voiced concerns regarding stormwater calculations and requested a meeting with the engineers for Overland LLC, MSA Professional Services, and Jasper County to review the drainage data in greater detail. City Engineer Nichole Sungren with MSA Professional Services answered general questions about the stormwater design and noted that more detailed hydrology data would need to be provided by Overland LLC's hydrologist. Councilmember Milligan departed the meeting for another engagement at approximately 6:25 p.m. The Council directed Administrator Battani to coordinate a joint meeting between the interested parties to discuss stormwater details, but agreed to proceed with the plat and rezoning first readings. Council noted there will be sufficient time for additional discussion prior to the second reading on November 10 and the third reading in December. Smith motioned to close the public hearing. Larson seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried. Hearing closed at 6:51 p.m. Smith motioned to approve the Plat of Survey for the Dollar General site, contingent upon the

approval and final adoption of the rezoning ordinance for the property from R-2 High Density Residential to C-1 Commercial. Larson seconded. Ayes: Larson, Schabilion, Smith. Nays: Kunkel. Absent: Milligan. Motion carried.

Smith motioned to open the public hearing on the rezoning request from R-2 High Density Residential to C-1 Commercial for the Dollar General property. Schabilion seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried. The hearing opened at 6:54 p.m. John Fatino, representing Overland Group LLC, discussed the proposed development and noted that the project would bring a new retail business to Baxter following the grocery store closure. Larson motioned to close the public hearing. Smith seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried. Hearing closed at 6:56 p.m. Smith motioned to approve the first reading of an ordinance rezoning the Dollar General property from R-2 High Density Residential to C-1 Commercial. Larson seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Smith motioned to approve Resolution 2025-59, authorizing the City to enter into a Professional Services Agreement with MSA Professional Services, Inc. for design and engineering services related to the reconstruction of the South West Avenue and West Rippey Avenue intersection, including improvements at the Chichaqua Valley Trail crossing. Larson seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Smith motioned to adopt the Preliminary Plat Checklist, Final Plat Checklist, and Site Development Application and Checklist. Schabilion seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Larson motioned to approve the Public Works quotes as presented, including SCADA software upgrades through JETCO, Inc.; City Hall siding replacement will be discussed by council at a later date (Custom Gutters and LCI Construction); Geise Park door replacement (Walsh Door & Security); and annual generator maintenance (Heat Exchanger Group). Schabilion seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Smith motioned to open the public hearing on the sale of the surplus police vehicle. Schabilion seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried. Hearing opened at 7:01 p.m. Bids were received as follows: Bayridge Motors Inc. – \$955; Emergency Remarking – \$1,178.18; Beckee Loupee – \$500; Carey Petermeier – \$1,250; Jace Bottorff – \$1,501.75; and Kurt Rousch – \$2,000. Larson motioned to close the public hearing. Smith seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried. Hearing closed at 7:04 p.m. Smith motioned to accept the bid from Kurt Rousch in the amount of \$2,000 for the sale of the surplus 2013 Ford Police Interceptor. Larson seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Smith motioned to authorize City staff to further explore the potential purchase of the former grocery store building and bring back additional information for council review. Larson seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Councilmembers Schabilion and Smith reported that Baxter's current community center rental fees are significantly lower than comparable communities. They discussed recommending a reduction in the alcohol deposit from \$500 to \$350 and will present formal action for consideration in November.

Larson motioned to transition the City Administrator/Clerk position from hourly to salaried pay, aligning with standard municipal practice and allowing attendance at after-hours meetings without additional hourly costs. Smith seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Smith motioned to establish a \$250 monthly Cash-in-Lieu of Medical Benefits stipend for eligible full-time employees who opt out of City health insurance coverage. Schabilion seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

Larson motioned to approve payment to A Team Apparel in an amount not to exceed \$1,089.75 for EMS volunteer uniform clothing. Schabilion seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried.

During public comment, Tootie Samson, 302 K Street, expressed concern about two dogs running loose in town and requested that the City post reminders of the leash ordinance at the post office. She also reported vandalism to the doors at the park shelter and suggested posting signage outlining the consequences of causing damage.

Mayor Bishop noted recent vandalism at the park shelter and stated the City has video evidence identifying those responsible, working alongside Jasper County Sheriff's Office on next steps.

City staff and Council reviewed the current task list and provided updates as needed.

Smith motioned to adjourn. Larson seconded. Ayes: Larson, Kunkel, Schabilion, Smith. Absent: Milligan. Motion carried. Meeting adjourned at 7:36 p.m.