



BAXTER

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Governmental Body:

The City Council of Baxter, Iowa

Date of Meeting:

Monday, July 14, 2025

Time of Meeting:

6:00 P.M.

Place of Meeting:

Baxter City Hall/Council Chambers

Call In Information:

City Council Meeting – July 14, 2025, 6:00 PM (America/Chicago)

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

<https://meet.goto.com/786837429>

You can also dial in using your phone.

Access Code: 786-837-429

United States: +1 (224) 501-3412

Mayor Doug Bishop called the meeting to order at 6:00 p.m. Present were Milligan, Kunkel, Schabilion, and Smith. City Administrator/Clerk Battani, Deputy City Clerk Braye, Public Works Director Halter, and members of the public were also present.

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

Milligan moved to approve the Consent agenda. Schabilion seconded. Ayes: Milligan, Kunkel, Schabilion, and Smith. Motion carried. The consent agenda consisted of the following items: June 9th, 17th, and 25th Minutes, and claims.

Claims are as follows:

| Vendor | Amount Paid (\$) |
|--------------------------------|---------------------|
| ALLIANT ENERGY | \$ 3,553.42 |
| BAXTER COMMUNITY SCHOOL | \$ 5,715.36 |
| BLACK HILLS ENERGY | \$ 231.61 |
| BOUND TREE MEDICAL, LLC | \$ 211.95 |
| BRANDT, MIKE | \$ 2,416.66 |
| CIT SEWER SOLUTIONS | \$ 6,149.96 |
| CITY OF BONDURANT | \$ 1,344.00 |
| CONSUMER S ENERGY | \$ 115.99 |
| DEMCO | \$ 236.95 |
| DENNIS SIMON | \$ 140.00 |
| DIAMOND VOGEL PAINTS | \$ 365.00 |
| ED LEEDOM | \$ 466.40 |
| FIRST NATIONAL BANK OMAHA | \$ 844.09 |
| FIRST NET | \$ 89.92 |
| FOREMAN ELEC. & PLUMBING LLC | \$ 1,673.65 |
| GOTO TECHNOLOGIES | \$ 19.00 |
| IA REGIONAL UTILITIES ASSOC. | \$ 11,136.71 |
| INGRAM | \$ 759.17 |
| IOWA DEPT. OF REVENUE | \$ 52.62 |
| JASPER COUNTY SHERIFF EMS/ALS | \$ 450.00 |
| KELLOGG LAWN & SNOW | \$ 395.73 |
| MADISON NATL. LIFE INS. CO. IN | \$ 136.62 |
| MECKLEY PARTS & SERVICE | \$ 200.00 |
| MICROBAC | \$ 442.50 |
| MIDSTATE SOLUTION | \$ 2,331.00 |
| MIDWEST SANITATION & RECYCLING | \$ 28,140.89 |
| MSA PROFESSIONAL SERVICES | \$ 1,082.50 |
| NEW CENTURY FS INC. LOC.34 | \$ 797.53 |
| NEWTON DAILY NEWS | \$ 371.48 |
| NEWTON FIRE DEPARTMENT | \$ 250.00 |
| OREILLY AUTO PARTS | \$ 316.04 |
| OVERDRIVE INC. | \$ 530.88 |
| PCC | \$ 252.09 |
| QUILL CORP. | \$ 235.35 |
| SPRINGER PROF. HOME SERVICES | \$ 161.70 |
| TRI-STATE LOCK SERVICE | \$ 2,395.00 |
| U.S. POSTAL SERVICE | \$ 209.84 |
| US CELLULAR | \$ 143.91 |
| USIC LOCATING SERVICES | \$ 343.30 |
| VC3 INC. | \$ 2,388.64 |
| WELLMARK | \$ 2,796.03 |
| WILKERSON, JOEL | \$ 105.00 |
| XEROX CORPORATION | \$ 125.36 |
| YOUR FLEETCARD PROGRAM | \$ 476.74 |
| TOTAL | \$ 80,600.59 |

Administrator/Clerk Battani reported that the City received the draft codification on July 11, 2025, and it will be placed on the August 11, 2025, council agenda for review. He also noted that during the Baxter Fun Days street market on Saturday, July 12, the City collected over 400 responses for the comprehensive plan kickoff. Typically, firms like the Mid-Iowa Planning Alliance (MIPA) rely on online surveys for initial feedback. Still, thanks to the efforts of the Vision Steering Committee, the City was able to engage residents directly through a booth at the event. MIPA advised that this was the most engagement they've seen to date. Battani will provide the council with additional data as soon as it becomes available.

The library saw 713 checkouts in the past month, a significant increase from 369 in May and 450 in June 2024. A total of 16 children's programs were held as part of the Summer Reading Program, including a newly launched Lego Club. These events drew a combined attendance of 655 participants. Additionally, one adult program was held with 11 attendees.

Milligan motioned to appoint Tom Larson to the vacant council seat, which is up for re-election in November and carries a term ending December 31, 2025. Seconded by Smith. Ayes: Milligan, Kunkel, Schabilion, Smith. Motion carried.

Public Works Director Bryce Halter provided an update on the upcoming street reconstruction project scheduled to begin July 28, 2025, weather permitting. The work is expected to take approximately nine business days to complete. The first two days will involve milling the roads, which is the process of grinding off the top layer of old asphalt to prepare for a smooth new surface. The following seven days will be used to lay two new layers of asphalt, totaling five inches in thickness. While the streets will remain open to local traffic, "No Parking" signs will be posted throughout the impacted areas. Residents will be notified on Wednesday that any vehicles parked on the construction route during this time will be towed at the owner's expense. Due to the size and pace of the project, the City will not be able to delay work to wait for vehicles to be moved and appreciates residents' cooperation in helping the project stay on schedule.

The City Council of the City of Baxter, Iowa, met on July 14, 2025, at 6 o'clock p.m., at the Baxter City Hall in the City. The Mayor presided, and the roll was called, showing the following members of the City Council present and absent:

Present: Bishop, Milligan, Larson, Kunkel, Schabilion, Smith.

Absent: N/A.

Council Member Smith introduced the resolution to fix a date for a public hearing on a proposal to enter into a loan agreement hereinafter next set out and moved its adoption, seconded by Council Member Schabilion; and after due consideration thereof by the City Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes: Milligan, Larson, Kunkel, Schabilion, Smith

Nays: N/A

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

Schabilion motioned to approve Resolution 2025-44, approving an increase of \$100 in the utility cash drawer amount to factor when residents pay in large denominations. Seconded by Smith. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Smith motioned to approve Resolution 2025-45, approving the library board's approved wage increases for Library Director Chantelle Maxwell to \$19.50/hour and Library Assistant Sandra De Goey to \$17.00/hour. Seconded by Larson. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Smith motioned to approve Resolution 2025-46, confirming that the 2018 Ford Police Interceptor would be donated, and that the 2013 Ford Police Interceptor would be sold following the DOT inspection. The 2013 Ford Police Interceptor will have bids opened by the council during the August 11, 2025, council meeting at 6:00 p.m., with bids accepted until 5:00 p.m. that same day. Schabilion. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Milligan motioned to approve Baxter Family Market and Baxter Country Store's FY26 tobacco permits. Seconded by Larson. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Mayor's Report – The Mayor noted that the ambulance is experiencing transmission issues, which may require a module replacement or electrical repair. He also extended his appreciation to the Baxter Fun Days committee for organizing a fantastic weekend of events. The fire department hosted a well-attended breakfast, and the community showed up in full force, making it a memorable and successful celebration for all.

Battani went through the Baxter checklist with the council and the public.

Milligan motioned to adjourn the meeting. Seconded by Schabilion. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried. Meeting adjourned at 6:21 p.m.