



BAXTER

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Governmental Body:

The City Council of Baxter, Iowa

Date of Meeting:

Monday, September 8th, 2025

Time of Meeting:

6:00 P.M.

Place of Meeting:

Baxter City Hall/Council Chambers

Call In Information:

**City Council Meeting – September 8, 2025,
6:00 PM (America/Chicago)**

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

<https://meet.goto.com/582348277>

You can also dial in using your phone.

Access Code: 582-348-277

United States: +1 (872) 240-3311

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

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

Kunkel moved to approve the Consent agenda. Smith seconded. Ayes: Milligan, Larson, Kunkel, Schabillion, and Smith. Motion carried. The consent agenda consisted of the following items: minutes from August 25, financial reports, and claims. The claims are as follows:

Vendor	Amount Paid (\$)
	\$
ALLIANT ENERGY	4,835.25
	\$
BLACK HILLS ENERGY	173.90
	\$
BRICK GENTRY P.C.	1,095.00
	\$
CENTRAL PUMP & MOTOR LLC	1,812.59
	\$
CONSUMER S ENERGY	148.26
CONTINENTAL RESEARCH CORPORATION	\$
	1,022.39
	\$
FIRST NATIONAL BANK OMAHA	1,834.26
	\$
HUFFAKER TRUCKING	124.05
	\$
INGRAM	616.85
	\$
INTERSTATE POWER SYSTEMS	1,665.43
	\$
IOWA LEAGUE OF CITIES	981.00
	\$
JSA INSURANCE	165.00
	\$
MICROBAC	184.00

	\$
NEWTON DAILY NEWS	556.63
	\$
NEWTON FIRE DEPARTMENT	500.00
	\$
PARTNER COMMUNICATIONS	811.32
	\$
QUILL CORP.	29.64
	\$
SAAK INC.	30.00
	\$
SPRINGER PROF. HOME SERVICES	53.90
	\$
USIC LOCATING SERVICES	1,184.39
	\$
VC3 INC.	1,784.72
	\$
WELLMARK	2,796.03
	\$
XEROX CORPORATION	127.39
	\$
YOUR FLEETCARD PROGRAM	1,147.68
	<hr/>
	\$
Total	23,679.68

City Engineer Nichole Sungren gave an update to the council related to the development checklist and the proposed South West Avenue 2B intersection reconstruction. Smith motioned to add the plans for South West Avenue Phase 2B intersection reconstruction to the September 22 agenda. Seconded by Smith. Ayes: Milligan, Larson, Kunkel, Schabillon, and Smith. Motion carried.

City Administrator/Clerk Battani reported that the FEMA deadline for spending down the funds for the dredging project is May 26, 2026. The City expects to receive notification in October regarding the REAP grant award, which, if awarded, would help cover the \$14,000 difference in project costs not funded by FEMA and the State of Iowa, and start funding for a pond trail. Battani also informed the Council of an invitation to a Public Board Reveal for the Community Visioning project on October 6th at 6:00 pm, where the architecture company will present diagrams and designs based on community feedback. If a quorum of the Council is present, minutes will be taken in the event of any Council discussion.

Council received and reviewed the updated TIF/Debt Report from the City's financial consultant, Maggie Burger of Speer Financial. The report outlined the City's current debt obligations and projected Tax Increment Financing (TIF) revenue following the September 8 bond sale. No formal action was taken.

The City Council of the City of Baxter, Iowa, met on September 8, 2025, at six o'clock p.m., at 203 South Main Street, Baxter, Iowa:

The meeting was called to order by the Mayor, and the roll was called, showing the following Council Members present and absent:

Present: Milligan, Larson, Kunkel, Schabilion, Smith

Absent: N/A.

This being the time and place fixed by the City Council for the consideration of bids for the purchase of the City's General Obligation Corporate Purpose Bonds, Series 2025, the Mayor announced that bids had been received and canvassed on behalf of the City at the time and place fixed therefore.

Whereupon, such bids were placed on file, and the substance of such bids was noted in the minutes, as follows:

<u>Name and Address of Bidder</u>	<u>Final Bid</u>
Bernardi Securities, Inc., Northfield, Illinois	4.0483% (\$255,832 Interest Cost)
UMB Bank, n.a., Kansas City, Missouri	4.2000% (\$266,502)
Northland Securities, Inc., Minneapolis, Minnesota	4.2727% (\$270,633)
United Bankers' Bank, Bloomington, Minnesota	4.3167% (\$273,609)
D.A. Davidson & Co., Denver, Colorado	4.4883% (\$287,186)

After due consideration and discussion, Council Member Smith introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member Smith. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following Council Members voted:

Ayes: Milligan, Larson, Kunkel, Schabilion, Smith

Nays: N/A.

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

Council discussed Resolution 2025-55 regarding gutter and downspout replacement at Baxter City Hall. Councilmember Kunkel expressed concerns about the scope of work, noting prior cement erosion and rust on the metal due to the side of the building, and suggested sealing the gap in the gutters. Milligan stated she believed the issue may be related to the downspout rather than the gutters alone. Larson motioned to investigate the matter further and place the item on the next agenda. Seconded by Smith. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Schabilion motioned to approve Resolution 2025-56, setting a public bid date of October 13, 2025, at 6:00 p.m. for the sale of the black 2013 Ford Police Interceptor. The vehicle will be sold as-is by sealed bid, with submissions due by 5:00 p.m. on the same date. Seconded by Larson. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Council reviewed the FY2026 budget in comparison with year-to-date revenues and expenditures. The discussion included an update on the City's current financial status, adjustments for ongoing or new projects, and consideration of any recommended changes to budget allocations. No formal action was taken.

Council considered approval of the budget allocation for one part-time student worker in Public Works under the proposed School-to-Work Program at approximately 15 hours per week at \$11.50/hour during the school year, with costs limited to wages and IPERS. Council discussion also included anticipated duties and supervision plans to be outlined by the Public Works Director. Smith motioned. Seconded by Schabilion. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Smith motioned to approve Resolution 2025-57, approving the 28E Agreement between the City of Baxter and Baxter Community School District and the Public Works Student Assistant job description, and authorizing the City Administrator/Clerk to execute related documents and implement the School-to-Work Program. Seconded by Kunkel. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Mayor Bishop reported that the candidate filing deadline for the November 4, 2025, City/School Election is September 18 at 5:00 p.m. Mayor Bishop also discussed Beggars Night, confirming it will be held on Friday, October 31, 2025, after discussing with the council.

Larson motioned to authorize up to \$500 for a reserve deputy to be on site for the Baxter Fun Days Tractor Pull on September 13, 2025. Seconded by Kunkel. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried.

Smith motioned to adjourn. Seconded by Kunkel. Ayes: Milligan, Larson, Kunkel, Schabilion, Smith. Motion carried. Meeting adjourned at 7:00 p.m.

Lucas Battani, City Administrator/City Clerk

Doug Bishop, Mayor