



# BAXTER

## IOWA

<b>Governmental Body:</b> The City Council of Baxter, Iowa	<b>Call In Information:</b>
<b>Date of Meeting:</b> Monday, January 26th, 2026	<b>City Council Meeting – January 26, 2026, 6:00 PM (America/Chicago)</b> <b>Please join my meeting from your computer, tablet or smartphone.</b> <a href="https://meet.goto.com/789698693">https://meet.goto.com/789698693</a>
<b>Time of Meeting:</b> 6:00 P.M.	
<b>Place of Meeting:</b> Baxter Council Chambers	<b>You can also dial in using your phone.</b> <b>Access Code: 789-698-693</b> <b>United States: +1 (646) 749-3122</b>

Mayor Danny Kunkel called the meeting to order at 6:00 p.m. Present were Bethards, Milligan, Schabilion, and Smith. Absent was Churchill. Also present were City Administrator/Clerk Lucas Battani, Deputy City Clerk Jill Braye, and members of the public.

Prior to approving the agenda, the council discussed Item 7, noting it must be handled as an ordinance amendment rather than a resolution; Item 7 was amended to discussion only. Council also clarified that Item 9 should reference hiring rather than appointing.

Milligan motioned to approve the agenda as amended. Seconded by Smith. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.

Milligan motioned to approve the consent agenda. Seconded by Smith. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried. The consent agenda included the minutes from the January 12, 2026, City Council meeting and financials.

City Administrator/Clerk Lucas Battani provided an update under the Administrator Report, stating he was grateful for his time in Baxter and would miss the city.

Council reviewed the claims listing. The claims are as follows:

Vendor	Description	Amount
MIDWEST SANITATION & RECYCLING	Solid waste services	\$13,881.98
BOUND TREE MEDICAL, LLC	EMS medical supplies	\$874.19
BRICK GENTRY P.C.	Legal services	\$1,640.74
FIRST NATIONAL BANK OMAHA	Operating purchases	\$2,019.02
FIRST NET	Mobile data service	\$65.18
NEWTON FIRE DEPARTMENT	Ambulance contract	\$500.00
SEELEY, SALLY	EMS director stipend	\$625.00
VC3 INC.	IT services	\$54.34
XEROX CORPORATION	Copier agreement	\$112.60
JOHN DEERE FINANCIAL	Equipment supplies	\$183.22
PARTNER COMMUNICATIONS	Phone & internet	\$340.57
ROB SAND, AUDITOR OF STATE	Special investigation	\$52,233.10
YOUR FLEETCARD PROGRAM	Fuel	\$737.18
CIT SEWER SOLUTIONS	Sewer maintenance	\$5,085.55

TOTAL \$78,352.67

<b>Fund</b>	<b>Expenditures</b>
General Fund	\$37,765.33
Road Use Tax	\$713.61
Employee Benefit	\$0.00
Water Fund	\$5,223.31
Sewer Fund	\$15,545.13
Garbage Fund	\$16,493.63
Storm Water Fund	\$2,611.66
Capital Projects	\$0.00
<b>TOTAL</b>	<b>\$78,352.67</b>

Milligan motioned to approve the claims as presented. Seconded by Bethards. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.

Council discussed preliminary plans for the Rippey Intersection and Chichaqua Valley Trail Improvements project, including whether to extend new curb and gutter along the existing concrete pavement. The City Engineer requested direction on this approach prior to finalizing plans to ensure the design would not require future removal if North West Avenue is reconstructed.

Milligan motioned to direct the City Engineer to extend curb and gutter along the existing concrete pavement and to proceed with finalizing plans. Seconded by Bethards. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.

Council discussed Resolution 2026-05, which would amend Resolution 2026-02 related to water rate increases. Council noted the rate increase cannot be approved by resolution and must be handled as an ordinance amendment. Staff will consult the City's codifier regarding implementation options.

Milligan motioned to table consideration of Resolution 2026-05 until the February meeting. Seconded by Bethards. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.

Council participated in Budget Workshop #3 for the FY2027 budget. Discussion only; no formal action taken. The next budget workshop is scheduled for February 9, 2026, at 5:30 p.m.

Milligan motioned to hire Jill Braye as City Administrator/Clerk effective January 30, 2026. Seconded by Bethards. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried. The Oath of Office was administered by Lucas Battani.

Milligan motioned to appoint Josi Miller as Deputy City Clerk effective February 9, 2026, pending completion of a background check and two professional references. Seconded by Bethards. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried.

Public comments were received from Councilmember Stephen Smith, speaking as a resident, recommending that until the City has cameras with audio, all conversations conducted by City staff as well as the Mayor and Council be recorded.

Mayor Kunkel provided a report.

Council reviewed the task list and provided updates. No formal action taken.

Milligan motioned to adjourn. Seconded by Smith. Ayes: Bethards, Milligan, Schabilion, and Smith. Motion carried. Meeting adjourned at 8:09 p.m.

CITY COUNCIL OF THE CITY OF  
BAXTER IOWA

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DANNY KUNKEL, MAYOR  
CITY OF BAXTER, IA

ATTEST:

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LUCAS BATTANI, CITY ADMINISTRATOR/CLERK  
CITY OF BAXTER, IOWA