The regular meeting of the Baxter City Council was called to order on Monday, March 13, 2023 at 6:00 p.m. in the Council Chambers of City Hall by Mayor Bryan DeJong. Council members present were Josh Lokenvitz, Tootie Samson, Jason Robinson and Dan Kunkel. Josh Meckley was absent.

Lokenvitz moved to approve the Agenda as amended. Samson seconded. Motion carried, all ayes.

Samson moved to approve Minutes of the February regular and special meetings. Robinson seconded. Motion carried, all ayes.

BEDC Report – A written report was submitted by BEDCO president, Katie Petermeier.

BEDC/TIF Bills Payable – None.

Police Report – A written report was submitted by Chief Bill Daggett. Daggett was in attendance.

1. New reserve officers have finished the academic part of their academy.
2. New shotguns will be installed in the patrol vehicles.
3. Daggett is working with Gliem on EMS essential service initiative.

Resolution #31-23; A Resolution Approving Participation by the Baxter Police Department in the Iowa Crimes Against Children Task Force – DeJong presented Resolution #31-23. Samson moved to approve. Lokenvitz seconded. Roll call vote; Ayes; Kunkel, Robinson, Samson, Lokenvitz. Nays; None. Absent; Meckley. Resolution #31-23 adopted.

Fire and Ambulance Reports – A written Fire Report was submitted. EMS Director Randi Gliem was present to discuss ambulance activity.

1. Gliem is working on organizing a community CPR class.
2. Looking at purchasing CPR dummies

Set Date/Approval of Essential Service Week – Lokenvitz moved to set the first week of August as Essential Services Week. Samson seconded. Motion carried, all ayes.

Maintenance Report – A written report was reviewed. Public Works Director Bryce Halter was in attendance.

1. New job opening for part-time public works associate
2. Halter will be meeting with Partner Communications to go over logistics for running fiber to Verizon tower
3. All equipment has been running well while pushing snow

Water/Wastewater Report – Written report.

1. All DNR reports have been submitted.

Approval Public Works Associate Job Description – Samson moved to approve. Lokenvitz seconded. Motion carried all ayes.

Review/Selection of 2023 City Mowing Bid - Robinson moved to approve a bid submitted by Mike Brandt. Lokenvitz seconded. Motion carried, all ayes.

Discussion City-Wide Clean Up Proposal – Council discussed options from Midwest Sanitation for city-wide clean up day. Upon completion of discussion, Lokenvitz moved to approve city-wide clean-up day. Samson seconded. Motion carried, all ayes. Set date will be Saturday, June 17th pending contractor availability.

Nursing Home Property – Lengthy discussion was held on zoning requirements for the property. The clerk will contact Jeff Davidson with JEDCO to discuss options for a less detailed RFP on the property. Samson moved to table discussion to next meeting. Kunkel seconded. Motion carried, all ayes.

Resolution #32-23; A Resolution to Close Out Existing Nursing Home Request For Proposal – DeJong presented Resolution #32-23. Lokenvitz moved to approve. Kunkel seconded. Roll call vote; Ayes; Kunkel, Robinson, Samson, Lokenvitz. Nays; None. Absent; Meckley. Resolution #32-23 adopted.

Cindy Kendall with Kendall Consulting was present electronically to explain the impact of the state’s new valuations to the 2023/24 budget. The clerk and Kendall will work on final budget details to present at the March 28th meeting.

Set Date for Public Hearing on Approval of 2023/24 City Budget – Public Hearing to approve 2023/24 budget will be held on April 25th  at 6:05pm in the council chambers.

Community Center Custodial Work – An on-call custodial job description for the community room/city hall was submitted to council for review. The clerk was instructed to publish the ad online and accept bids through March 27th. Review and selection of bids will take place at March 28th regular meeting.

Review/Selection of Rug & Mop Cleaning Bids – Rugs and mops were purchased for city hall/community room facilities. Due to council opting to have employees complete the cleaning in-house, this agenda item was rejected. Samson moved to reject proposals submitted. Robinson seconded. Motion carried, all ayes.

Consent Agenda – None.

Bills Payable – Lokenvitz moved to approve. Robinson seconded. Motion carried, all ayes.

Mayor’s Report – None.

Other Business – Joint city/school meeting will take place in the community center on Wednesday, April 5th.

Public Comments – New resident, Mike Churchill, was present to ask questions about rural broadband investment.

Robinson moved to adjourn. Samson seconded. Motion carried, all ayes. Meeting adjourned at 7:23 p.m.

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      Mayor Bryan DeJong

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Katie Wilson, City Clerk