

City of Baxter
Regular Meeting Minutes
City Hall, 200 Main St.
July 7, 2016
6:00 p.m.

1. Call to Order

Police Chief Danny Holmes called the meeting to order at 6:00 p.m.
Chaplain Tim Sharp gave the invocation. Chief Holmes led the pledge of allegiance.

2. Roll Call

Present were Alderman Greg Phillips, Alderman Willie Allison, Mayor Jeff Wilhite, Alderman Jeff Herald, and Alderman Harmon Garris.

3. Business

Alderman Harmon Garris made a motion, seconded by Alderman Allison, to approve the minutes for the June 2nd regular meeting and the June 16th special called meeting with a change on the June 2nd minutes to reflect a wording change from “Love’s Truck Stop” to “Baxter Junction” when discussing the sinkhole.

4. Comments or Grievances from Citizens

Thomas Daniels spoke in support of the police department. He also mentioned his concern with the disrepair of the Bill Lee property next door to his home at 472 First Avenue South.

Anthony Fratto also expressed his appreciation for the police department. The Mayor mentioned his support for the police department and assured that there would be no additional cuts to their budget.

5. Reports from Committees

Jeannie Lee presented the Friends of the Depot and Beautification Committee report. She mentioned that the British Car Club will be participating in the Harvest Festival this year.

6. Bills for Approval

Alderman Allison made a motion, seconded by Alderman Herald, to approve payment of the bills.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

7. Purchase Order Requests

Alderman Herald made a motion, seconded by Alderman Garris, to approve all purchase orders.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

8. Leak Adjustments

A motion was made by Alderman Garris to approve the leak adjustments.

Alderman Herald seconded the motion.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

9. Old Business

Alderman Herald made a motion, seconded by Alderman Allison, to approve the 2nd and final reading of Ordinance 2016-5, “an ordinance amending the annual operating budget for the Water & Sewer Fund for FY 15-16.”

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

Alderman Herald made a motion, seconded by Alderman Allison, to approve the 2nd and final reading of Ordinance 2016-6, “an ordinance adopting the General & Special Revenue fund for FY 16-17,” with a change in the appropriated city recorder salary line item from \$50,500 to \$40,500.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

A motion to approve the 2nd and final reading of Ordinance 2016-7, “an ordinance adopting a budget for the Water & Sewer Fund for FY 16-17,” was made by Alderman Phillips. It was seconded by Alderman Herald.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

10. New Business

Fire Chief Matt White presented bids for the new fire truck. Pierce Manufacturing was the only bid at \$413,000.

Alderman Herald made a motion, seconded by Alderman Garris, to award the bid to Pierce Manufacturing.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

Chief White requested permission to apply for a vehicle exhaust system grant from FEMA to reduce exhaust fumes in the bay area of the fire department. Alderman Herald made a motion, seconded by Alderman Allison, to allow the grant writer to apply for the 2016 Assistance to

Firefighter's grant and approve the 5% matching funds if the grant is awarded.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

Alderman Phillips made a motion, seconded by Alderman Garris, to renew the Highlands Residential Services lease for a police substation at no cost to the city.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

Alderman Phillips made a motion, seconded by Alderman Herald, to approve Resolution 2016-4 adopting an Internal Controls Policy for the city.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

Alderman Herald made a motion, seconded by Alderman Allison, to approve Resolution 2016-5 approving a capital outlay note for matching funds of \$50,000 for fire equipment and updated turnout gear.

Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes.

Motion carried.

City Engineer Tom Bennett mentioned that he is still in talks with a potential development prospect and updated the Board concerning the sewer system.

Alderman Herald made a motion, seconded by Alderman Garris, to appoint Sharon Carlile as City Recorder with a beginning salary of \$38,000. Ms. Carlile agreed to accept the position. Vote: Phillips – yes, Allison – yes, Herald – yes, Garris – yes. All ayes. Motion carried.

Modena Thompson suggested that a letter be circulated to area businesses requesting donations to help purchase new playground equipment for Baxter City Park. The Mayor expressed his appreciation for her involvement in the project and mentioned that Putnam County Parks and Recreation is looking into possibly expanding the park and making further improvements.

Police Chief Holmes commended the Fire Department for their swift response to an emergency call at Alderman Garris's house.

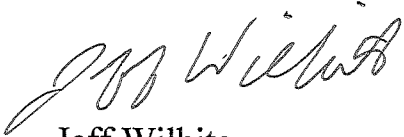
With no other business, the Mayor adjourned the meeting at 6:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lorie Buford".

Lorie Buford

Interim City Recorder

A handwritten signature in cursive script that reads "Jeff Wilhite".

Jeff Wilhite

Mayor