

**City of Baxter**  
**Regular Meeting Minutes**  
**City Hall**  
**April 6, 2023**  
**6:00 p.m.**

**Opening of Meeting, Invocation, Pledge of Allegiance**

Police Chief Danny Holmes opened the meeting at 6:00 p.m and led the Invocation and Pledge of Allegiance.

**1. Call to Order**

Mayor Martin called the meeting to order at 6:03 pm.

**2. Roll Call**

City Recorder Sharon Carlile called roll. Present were Councilman Dustin Stanton, Councilman Greg Phillips, Councilman Jeff Herald, Councilman Willie Allison and Mayor John Martin.

**3. Approval of minutes from Regular Meeting on March 2, 2023.**

A motion to approve minutes from both the readings was made by Councilman Jeff Herald and Councilman Willie Allison.

Vote: Phillips-Yes, Stanton-Yes, Herald-Yes, Allison-Yes. Motion Carried.

**5. Communications From Mayor John Martin**

Mayor Martin discussed the projects in Baxter currently getting under way. ERB Properties has started his subdivision on Main St. Three other developments of town homes will be starting soon. He also mentioned the new three lane road that will run to Portobello should be let to bid soon.

**6. Reports From Committees, Members of the Board of Mayor and Aldermen, and Other Officers**

Police Chief Danny Holmes did not have anything to discuss. Public Works Director John Ramsey spoke about the upgrade of the meeting room that the street department recently performed, changing out lights and ceiling tiles. He also discussed the new dump truck for the water department. Fire Chief Matt White discussed the call volume picking up. He also relayed to the council that the fire department received a grant of \$49,000.00 for equipment and it will have a 5% match. He asked for a motion to allow him to bid out the equipment.

Councilman Dustin Stanton made a motion to allow Matt to bid out any equipment he couldn't purchase on state bid. A second was made by Councilman Jeff Herald.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

**A. Bills for Approval**

Councilman Dustin Stanton made a motion to approve the Bills for Approval. Councilman Greg Phillips seconded the motion.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried

## **7. Purchase Orders**

The purchase order, including an additional purchase order, was approved with a motion by Councilman Willie Allison and seconded by Councilman Jeff Herald.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

## **8. Old Business: 2<sup>nd</sup> Reading:**

### **A. Ordinance No. 2022-13- ““An Ordinance Amending The Annual Operating Budget Of The General And Special Revenue Funds Of Baxter, Tennessee For Fiscal Year 2022-2023”**

Councilman Dustin Stanton made a motion to approve Ordinance 2022-13. Councilman Willie Allison made a second to the motion.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

### **B. Ordinance 2022-14- “An Ordinance Amending The Annual Operating Budget Of The Water And Sewer Funds Of Baxter, Tennessee For Fiscal Year 2022-2023”**

Councilman Jeff Herald made a motion to approve Ordinance 2022-11. The motion was seconded by Councilman Willie Allison.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

## **11. New Business- 1<sup>st</sup> Reading:**

### **A. Resolution 2022-19- “Resolution Declaring Surplus Property And Authorizing A Public Auction Utilizing Sealed Bids”**

Councilman Jeff Herald made a motion to approve declaring the city building located at 315, 319 Broad Street as surplus property. Council Greg Phillips made a second to the motion.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

### **B. CDL Training Program- Hiring James Smith Driving Training Instructor**

Councilman Dustin Stanton made a motion to hire Mr. James Smith as the CDL trainer for Baxter. Councilman Willie Allison made a second to the motion.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

Mayor Martin also inquired if the city is going to require the employees to sign a contract if the city is paying for the CDL training and license.

### **C. CDL Training Program- Online Courses**

Public Works Director John Ramsey asked for the city to use JJ Kellar for the online classes for the CDL training program.

Councilman Dustin Stanton made a motion with a second by Councilman Willie Allison to approve the use of JJ Kellar for the online classes.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

### **D. Debt Report- Capital Fast Lane Paving**

City Recorder Sharon Carlile read the debt report for the Capital Outlay Note for the paving and repair of Fast Lane. The city borrowed \$300,000.00 for twelve years at a rate of 3.95 percent.

### **E. I-40 Repair Project Cost**

The council was updated on the status of the I-40 Repair Project. Kemp has been working with the city on this project since the start before it was declared an emergency. The project is hung up now with the permitting with TDOT and TDEC.

Councilman Dustin Stanton made a motion to approve the project with a second by Councilman Greg Phillips.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

### **F. Resolution 2022-20- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing A Special Fee For A Limited Number Of Water Taps For The Copper Hills Subdivision”**

Resolution 2022-20 passed with a motion by Councilman Willie Allison and a second by Councilman Dustin Stanton.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

Councilman Dustin Stanton made a motion to add to the agenda to accept the bid on the city building located at 315, 319 Broad Street. Councilman Greg Phillips made a second to the motion.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

### **G. City Building Bid**

The building, which was the old medical clinic, was vacated on March 31<sup>st</sup>. The city requested sealed bids through advertising with a reserve of \$140,000.00. The only bid was made by Willow Place Realty in the amount of \$145,000.00.

A motion to approve the bid was made by Councilman Dustin Stanton and seconded by Councilman Greg Phillips.

Vote: Phillips- Yes, Stanton-Yes, Herald-Yes, Allison- Yes. Motion Carried.

## **10. Comments and Grievances from Citizens**

Another citizen announced Faith Chapel Ministries hosting an on event on April 29<sup>th</sup> called Unity in the Community. It will be kids’ activities and food. Amy Allen announced the spring festival that will be held on May 13<sup>th</sup> on Broad St.

### **Adjournment**

Councilman Willie Allison made a motion to adjourn. Councilman Dustin Stanton seconded the motion.

Vote: Stanton- yes; Phillips- yes; Herald- yes. Motion Carried

Meeting Adjourned at 6:33 p.m.

Respectfully submitted,

