

# City of Baxter

## Regular Meeting Minutes

### City Hall

September 7, 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 the Pledge of Allegiance.

#### **1. Call to Order**

Mayor Martin called the meeting to order at 6:04 pm.

#### **2. Roll Call**

Mayor Martin 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 August 3, 2023**

A motion to approve the August 3, 2023 minutes was made by Councilman Willie Allison and was seconded by Councilman Greg Phillips.

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

#### **4. Communications from Mayor John Martin**

Mayor Martin stated that the Putnam County Chamber of Commerce business meeting hosted by the City of Baxter went very well and had many business owners in attendance.

#### **5. Reports from Committees, Members of the Board of Mayor and Councilmen and other Officers**

Jeanie Lee with the Baxter Beautification Committee and The Friends of the Baxter Depot updated the Board on the upcoming projects of both organizations. She mentioned that there are many vendors booked for the Harvest Festival later this month and that the cabooses by the depot will be re-painted soon.

Water Department Supervisor John Ramsey told the Board that the I-40 waterline repair project is 99% complete except for clean-up. He also presented an additional purchase order request for a brush cutter to be shared by the street and water departments.

Police Chief Danny Holmes requested permission to declare four police department vehicles as surplus so they can be sold.

Councilman Willie Allison brought up the need for another police officer on the midnight shift. He expressed concern that there is no back-up available if needed by the city's officers working the nightshift.

#### **A. Bills for Approval**

Councilman Dustin Stanton made a motion to approve the Bills for Approval. The motion was seconded by Councilman Jeff Herald.

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

#### **6. Purchase Orders: General (1); Police (4); Water (4) and additional Public Works (1)**

A motion was made by Councilman Dustin Stanton to approve all purchase order requests and Councilman Greg Phillips seconded the motion.

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

#### **7. Old Business - 2<sup>nd</sup> Reading**

##### **A. Ordinance 2023-4 – Ordinance adopting 2018 Energy Code**

Councilman Jeff Herald made a motion to approve Ordinance 2023-4 – adopting the 2018 edition of the International Energy Conservation Code. The motion was seconded by Councilman Willie Allison.

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

#### **8. New Business – 1<sup>st</sup> Reading**

##### **A. Resolution 2023-4 – Adopting Minimum Standards for Water and Sewer System Construction**

A motion was made by Councilman Willie Allison to approve Resolution 2023-4 to adopt minimum standards for Water and Sewer system construction. There was a second made by Councilman Jeff Herald.

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

##### **B. Edmunds GovTech Software**

Councilman Dustin Stanton made a motion to approve the purchase of new software for City Hall and the Water department. Councilman Willie Allison seconded the motion.

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

##### **C. Payment on Baxter Junction Loan**

A motion was made by Councilman Greg Phillips to approve the payment of \$1,000,000.00 on the Baxter Junction/Portobello loan. The motion was seconded by Councilman Willie Allison.

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

##### **D. Transferring Time Deposits**

Councilman Greg Phillips made a motion to transfer city Certificates of Deposit to receive better rates. The motion was seconded by Councilman Willie Allison.

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

### **E. Move Additional Funds to Time Deposits**

A motion was made by Councilman Greg Phillips to move additional city funds to CDs. There was a second made by Councilman Willie Allison.

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

### **F. Ordinance 2023-5 – Changing Sewer Capacity Fees**

Councilman Willie Allison stated that he felt the city should raise the sewer capacity fee charged to developers so that more of the burden would be on them. After discussion, Councilman Jeff Herald made a motion to adopt Ordinance 2023-5 – Amending Water and Sewer Service Charges, Connection and Sewer Capacity Fees with no changes. The motion was seconded by Councilman Dustin Stanton.

Vote: Phillips - Yes, Stanton -Yes, Allison – No, Herald -Yes. Motion Carried.

### **G. Resolution 2023-5 – Safety Grant Resolution**

A motion was made by Councilman Willie Allison to approve Resolution 2023-5 – Authorizing the city to participate in Public Entity Partners “Safety Partners” Matching Grant Program. Councilman Dustin Stanton seconded the motion.

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

### **H. Resolution 2023-6 – Property Conservation Grant**

Councilman Jeff Herald made a motion to approve Resolution 2023-6 – Authorizing the city to participate in the Pool’s Property Conservation Matching Grant Program. The motion was seconded by Councilman Willie Allison.

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

### **I. Resolution 2023-7 – Surplus Miscellaneous Fire Equipment**

Councilman Dustin Stanton made a motion to declare fire department equipment as surplus and authorize a public auction on Gov.Deals. The motion was seconded by Councilman Jeff Herald.

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

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

Mr. Paul Cotnoir asked when the new access road for Portobello would be completed. The Mayor advised that the bids would be let in December.

### **Adjournment**

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

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

Meeting Adjourned at 7:02 p.m.

Respectfully submitted,

Lorie Buford, Court Clerk

John Martin, Mayor