

**City of Baxter**  
**Regular Meeting Minutes**  
**City Hall, Facebook Live**  
**January 21, 2021**  
**6:00 p.m.**

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

Chief Danny Holmes opened the meeting at 6:02 p.m.

**1. Call to Order**

Mayor John Martin called the meeting to order at 6:03 p.m.

**2. Roll Call**

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

**3. Vote To Hold Meetings Electronically**

Councilman Dustin Stanton made a motion to hold the meeting via electronic means.  
Councilman Willie Allison made a second to the motion.

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

**4. Approval of minutes from Regular Meeting and Public Hearing on December 3, 2020.**

Approval of minutes from Regular Meeting and Public Hearing on December 3, 2020. A motion was made by Councilman Jeff Herald and seconded by Councilman Greg Phillips to approve the minutes.

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

**5. Communications from Mayor John Martin**

Mayor Martin discussed 130 homes being added by ERB Properties on Main Street. The plans were approved by the Planning Commission. He also discussed that the project across from the Dollar General is coming along quickly. The bid letting for the signals at the intersection of SR 70 and SR 56 will begin in March. Mayor Martin summarized the growth coming to Baxter. There will be 60 townhomes built by Upperman High School, 130 on Main St, and 85 townhomes behind Shell on Buffalo Valley. Taco Bell should break ground in spring 2021 and Portobello construction should begin in early summer.

## **6. Reports from Committees, Members of the Board of Mayor and Aldermen, and other Officers**

City Engineer Tom Bennett asked the council to make a motion to let bids for Anatolia sewer project.

Councilman Dustin Stanton made a motion to let bids for the Anatolia Sewer Project and Councilman Jeff Herald made a second to the motion.

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

Codes Enforcer Bob Lane communicated the project at the Crossroads infrastructure for the water and sewer is about 75% complete. Twelve more apartments on Sixth St. and developer Harold Brown will pull about four more permits to finish Celeste Subdivision.

Street Supervisor Travis Clark discussed the error on the Martin Luther King Day with the trash pickup.

Mr. Clark asked the board for approval to go ahead and purchase a culvert for First Avenue. He also went over the bids he had gathered for vehicle sheds for the equipment. Mayor Martin asked the council to wait until next budget year for this project. The bid was approximately \$30,000.00 for 6 bays. The complete 12 bay project is approximately \$46,000.00. Codes Enforcer Bob Lane thought it could be done cheaper. Mr. Clark asked to put the salt in the old sewer plant to protect it.

Councilman Willie Allison wanted Codes Enforcer Bob Lane to discuss the trash being thrown out at Speedway by their truck drivers. Councilman Greg Phillip also felt like Sixth St needs to be cleaned up. Mayor Martin will contact the Sheriff about getting a litter crew to come clean some areas.

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

Councilman Willie Allison made a motion to approve the Bills for Approval. Councilman Greg Phillips seconded the motion.

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

### **B. Purchase Orders: Fire-(1)**

A motion was made by Councilman Willie Allison to approve the Fire Purchase Order. Councilman Greg Phillips made a second to the motion.

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

**C. Leak Adjustments –Amber McKinney-\$54.05; Britnee Griffith- \$436.94; Bill Waller-\$58.46; Richard Waller- \$472.66**

A motion to approve all leak adjustments was made by Councilman Jeff Herald and seconded by Councilman Greg Phillips

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

## **7. Old Business:**

### **A. Ordinance No. 2020-8- “An Ordinance Amending The Annual Operating Budget Of The General And Special Revenue Funds Of Baxter, Tennessee For Fiscal Year 2020-2021”- 2nd Reading**

Councilman Jeff Herald made a motion to approve the second reading of Ordinance 2020-6 amending the General and Special Revenue Funds. Councilman Willie Allison made a second to the motion.

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

## **8. New Business:**

### **A. Ordinance 2020-9- “Ordinance To Establish An Updated Occupational Safety And Health Program Plan, Devise Rules And Regulations, And To Provide For A Safety Director And The Implementation Of Such Program Plan”- 1<sup>st</sup> Reading**

A motion to approve Ordinance 2020-9 updating the City of Baxter Occupational Safety and Health Program Plan was made by Councilman Dustin Stanton. A second was made by Councilman Greg Phillips.

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

### **B. Ordinance 2020 – 12- “An Ordinance Repealing Sections Of Title 7, Fire Protection And Fire Works, Chapter 2, Fire Code, Section 7-201, Fire Code Adopted Of The Municipal Code Of Baxter, Tennessee And Adopting The 2018 Fire Code And Appendixes”- 1<sup>st</sup> Reading**

The first reading of Ordinance 2020-12 adopting the 2018 Fire Code and Appendixes was made by Councilman Jeff Herald and seconded by Councilman Willie Allison.

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

### **C. Ordinance 2020 -10- “An Ordinance Repealing Sections Of Title 12, Building, Utility, Etc. Codes Of The Municipal Code Of Baxter, Tennessee And Adopting The 2018 International Building Code And International Residential Code”- 1<sup>st</sup> reading**

Councilman Dustin Stanton made a motion to approve the first reading of Ordinance 2020-10 to adopt the 2018 International Building Code and International Residential Code and Appendixes. Councilman Willie Allison made a second to the motion.

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

#### **D. Drainage ditch behind businesses responsibility**

Street Supervisor Travis Clark communicated it is actually a stream and would need a TDEC permit. An arap permit would need. The businesses are getting flooded by the debris in the stream. City Engineer Tom Bennett recommended contacting TDEC on the phone and asking about a particular permit. He will send the language for a maintenance permit.

#### **E. Ordinance 2020-11- “Ordinance Of The Governing Body Of Baxter, Tennessee Amending Title 12, Building, Utility, Etc, Codes Chapter 1, Building Code, Section 12-102 Modifications, (4) Fees”- 1<sup>st</sup> reading**

A motion to approve the first reading of Ordinance 2020-11 to amend the Municipal Code for Building fees was made by Councilman Greg Phillips and seconded by Councilman Willie Allison.

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

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

No comments from citizens

Councilman Willie Allison made a motion to adjourn the meeting at 7:14 pm. Councilman Dustin Stanton seconded the motion.

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

Respectfully submitted,

Sharon Carlile, City Recorder

John Martin, Mayor