

City of Baxter
Regular Meeting Minutes
City Hall

February 5, 2026

6:00 p.m.

Opening of Meeting, Invocation, Pledge of Allegiance

Fire Chief Matt White opened the meeting at 6:02 p.m.

Chaplain Skip Ritter led the Invocation and the Pledge of Allegiance.

Don Matheney from the VFW presented an award to Fire Captain Zach Womack.

Mayor Danny Holmes called the meeting to order at 6:06 p.m.

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 Danny Holmes.

3. Approval of minutes from Regular Meeting on January 8, 2026.

Councilman Dustin Stanton made a motion with a second by Councilman Jeff Herald to approve the minutes and dispense of the reading.

Vote: All Ayes Motion Carried

4. Bills for Approval

A motion to approve the bills was made by Councilman Jeff Herald and seconded by Councilman Willie Allison.

Vote: All Ayes Motion Carried

5. Purchase Orders: None

6. Old Business- 2nd Reading: None

7. New Business- 1st Reading:

A. Baxter Urban Growth Boundary Map

City Recorder Sharon Carlile conveyed copies of the current Urban Growth Boundary Map available for citizens and Council members to inspect. The council will need to vote on the resolution to adopt the new map and send it to the coordinating committee for final approval.

B. Resolution 2025-20- A Resolution To Apply To The Tennessee Department Of Economic And Community Development For Community Development Block Grant Funds

Resolution 2025-20 passed with a motion by Councilman Willie Allison and was seconded by Councilman Greg Phillips.

Vote: All Ayes Motion Carried

C. Servline Renewal

City Recorder Sharon Carlile explained the water insurance was up for renewal. This is leak protection the customers pay. She inquired about the admin fee of \$.40 and the council agreed to keep it.

Councilman Greg Phillips made a motion to approve renewing the leak protection insurance with Servline and keeping the \$.40 admin fee. Councilman Dustin Stanton made a second to the motion.

Vote: All Ayes Motion Carried

D. CD Renewal

City Recorder Sharon Carlile presented renewal rates for time deposits from three sources. Putnam First Mercantile had the best rate and term options.

Councilman Dustin Stanton made a motion to approve renewing the water time deposits and the general time deposit with Putnam First Mercantile. The term will be nine months. Councilman Willie Allison made a second to the motion.

Vote: All Ayes Motion Carried

E. Replace Night Drop and Drive Thru Drawer at Water

City Recorder Sharon Carlile discussed the need for a new drive thru window drawer and night drop at the water department. The current drawer is seventeen years old and is starting to have problems. QSI was contacted, as this is the only known company to do this work, in this area. One quote was to replace the drawer and the other was to install a night depository safe. Currently the night drop consists of a wooden cabinet without any locks or safe guards. Mayor Holmes discussed the drawer being too short. A citizen asked if the curb could be cut back on the drive thru also during this upgrade.

Councilman Dustin Stanton made a motion to approve purchasing the drawer and night drop. Councilman Jeff Herald made a second to the motion, after confirming the funds are available.

Vote: All Ayes Motion Carried

8. Communications from Mayor Danny Holmes

Mayor Holmes talked about Domino's on Fast Lane and communicated they have a drive thru to pick up orders also. He also thanked all of the audience for showing up for the meeting.

9. Reports from Committees, Members of the Board of Mayor and Councilman, and other Officers

Mrs. Jeanie Lee thanked all the city workers and Chelsea and Dustin Stanton for their hard work on the parade. She updated the Council and audience on the latest events and activities. Mayor Holmes communicated the Baxter Historical Society meets the first Monday of every month. Mayor Holmes thanked all the city workers for their hard work during the ice storm. He also said the employees make Baxter the greatest. He thanked the girls in the offices for all their hard work too. Building Inspector Bob Lane discussed the housing in progress, the new nail salon, Domino's and home remodels going on in Baxter. City Engineer Tom Bennett discussed the ARPA project for I and I being completed and the Wastewater Treatment Plant Rehab almost being completed as well. The Wolf Creek project is about 80% complete. The utility relocation, is beginning soon. Councilman Willie Allison says the city is extremely blessed to have the employees. Baxter has some of the best employees around. He also addressed the need to hire a shred company for the city offices. Councilman Greg Phillips complimented employees and Councilman Jeff Herald echoed the sentiments. Councilman Dustin Stanton conveyed during the ice storm our streets were the cleanest. He appreciates the Public Works, Fire Chief, and Police Chief for all their hard work. He also appreciates all the other employees. He asked for prayers for the family of Rick Mayberry after his passing.

Councilman Dustin Stanton made a motion to add to the agenda hiring a backflow tester, Jeff Johnson. Councilman Jeff Herald made a second to the motion. The motion to add the item and hire Mr. Johnson passed with all ayes.

Vote: All Ayes Motion Carried

10. Comments and Grievances from Citizens

No comments from the citizens. Mayor Holmes thanked Chelsey Holland for all her hard work with the school and Jeanie Lee thanked her for all her help with the parade.

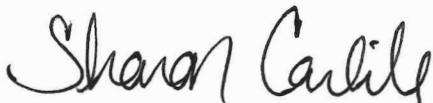
Adjournment

Councilman Dustin Stanton made a motion to adjourn. Councilman Greg Phillips seconded the motion.

Vote: All Ayes Motion Carried

Meeting Adjourned at 6:45 p.m.

Respectfully submitted,



Sharon Carlile, City Recorder



Danny Holmes, Mayor