

City of Baxter
Regular Meeting Minutes
City Hall
October 2, 2025 6:00 p.m.

Opening of Meeting, Invocation, Pledge of Allegiance

Fire Chief Matt White opened the meeting at 6:00. Pastor Cam Davis did the invocation. The Pledge of Allegiance was led by Fire Chief Matt White.

1. Call to Order

Mayor Danny Holmes called the meeting to order at 6:01 p.m.

2. Roll Call

City Recorder Sharon Carlile did roll call. Present were Councilman Dustin Stanton, Councilman Greg Phillips, Councilman Willie Allison and Mayor Danny Holmes. Councilman Jeff Herald was absent from the meeting.

3. Approval of minutes from Regular Board Meeting and Beer Board Meeting on September 4, 2025 and Public Hearing and Special Called Meeting on September 15, 2025

Councilman Dustin Stanton made a motion with a second by Councilman Greg Phillipsto approve the minutes and dispense of the reading.

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

4. Bills for Approval-

A motion to approve the bills was made by Councilman Dustin Stanton and seconded by Councilman Willie Allison.

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

5. Purchase Orders: Fire (1), Police (1), Water (1), and Sewer (1)

Councilman Willie Allison made a motion to approve four purchase orders. Councilman Greg Phillips made a second to the motion.

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

6. Old Business- 2nd Reading:

- A.** Ordinance 2025-3- “An Ordinance To Amend The Official Zoning Map Of The Town Of Baxter, Tennessee By Changing The Zoning Classification Of The Property Described As District 20 Control Map 056k, Group B, Parcel 014.00 (Located At 736 Main St) From R-1, Low Density Residential To R-2, High Density Residential”

A motion was made by Councilman Willie Allison and seconded by Councilman Dustin Stanton to approve the second reading of Ordinance 2025-3, rezoning property at 736 Main Street.

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

7. New Business- 1st Reading:

- A.** Resolution 2025-7- “A Resolution To Change Pay Status Of Emergency Service Personnel Of The City Of Baxter, Tennessee”

Resolution 2025-7 was approved with a motion from Councilman Willie Allison. Councilman Greg Phillips seconded the motion.

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

B. Resolution 2025-8- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute Change Order Number One (1) With J. Cumby Construction, Inc. For The Wastewater Treatment Plant Improvements Project”

Councilman Dustin Stanton made a motion to approve Resolution 2025-8. Councilman Greg Phillips made a second to the motion.

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

C. Resolution 2025-9- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute Change Order Number One (1) With Portland Utilities Construction Co. LLCs. For The Sewer System Rehabilitation FY 2024/2025 Project”

A motion to approve Resolution 2025-9 was made by Councilman Willie Allison and seconded by Councilman Greg Phillips.

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

D. Resolution 2025-10- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute Change Order Number Two (2) With Portland Utilities Construction Co. LLC. For The Sewer System Rehabilitation FY 2024/2025 Project”

Resolution 2025-10 passed with a motion by Councilman Greg Phillips and a second by Councilman Dustin Stanton.

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

E. Resolution 2025-11- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute Change Order Number Three (3) With Portland Utilities Construction co., LLCs. For The Sewer System Rehabilitation Fy2024/2025 Project”

Councilman Willie Allison made a motion to approve Resolution 2025-11 and Councilman Greg Phillips seconded the motion.

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

F. Resolution 2025-12- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute Change Order Number Four (4) With Portland Utilities Construction co., LLC. For The Sewer System Rehabilitation Fy2024/2025 Project”

Resolution 2025-12 was passed with a motion by Councilman Greg Phillips and a second by Councilman Willie Allison.

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

G. Resolution 2025-13- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute Amendment No. 1 With Bennett Associates, Inc. For The Construction Phase Services Of The Wolf Creek Waterline Improvements Project

Resolution 2025-13, authorizing May Holmes to execute Amendment 1 on the Construction Phase Services of the Wolf Creek Waterline Improvements Project passed with a motion by Councilman Greg Phillips and seconded by Councilman Willie Allison.

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

H. Resolution 2025-14- “A Resolution Of The City Council Of The City Of Baxter, Tennessee Providing Authorization For The Mayor To Execute A Construction Contract With John T. Hall Construction, Inc. For The State Industrial Access Project Serving Project Sim (Portobello America, Inc.) Water And Sewer Relocations Project In The Amount Of \$1,039,050.00”

Councilman Willie Allison made a motion to pass Resolution 2025-14, allowing the Mayor to execute a construction contract with John T. Hall Construction for the Water and Sewer Relocations project. Councilman Dustin Stanton made a second to the motion.

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

I. Ordinance 2025-4- “An Ordinance To Amend The Official Zoning Map Of The Town Of Baxter, Tennessee By Changing The Zoning Classification Of The Property Described As District 20 Control Map 037, Parcel 61.00 (Located At 199 Millie Lane) From R-1, Low Density Residential To C-2, General Commercial District”

The first reading of Ordinance 2025-4, changing the zoning of 199 Millie Lane from R-1, Low Density Residential to C-2, General Commercial District, passed with a motion by Councilman Willie Allison and a second by Councilman Greg Phillips.

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

J. Salt Building for Public Works

Public Works Director, John Ramsey, discussed the need for a new salt storage building. Currently the building is dilapidated and not capable of shielding the salt to the elements. Mr. Ramsey communicated to the board he is putting the project out to bid for a new building.

8. Communications from Mayor Danny Holmes

Mayor Danny Holmes announced the city will hold the Bootacular on October 25th at the Baxter City Park. He is looking forward to the holidays and everything is going well.

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

Councilman Willie Allison thanked the board and all the employees for all their hard work. He also communicated to everyone he would not be running for re-election in August 2026. He will have served for sixteen years at that point. Councilman Greg Phillips also appreciates the employees and thought this year’s Harvest Festival was a huge success. Councilman Dustin Stanton agreed with Councilman Greg Phillips about the employees and added that the town would not be what it is without the employees.

Mayor Danny Holmes thanked the City Recorder, Sharon Carlile and added that he could not do his job without her. He also discussed how much flows through the City Recorder’s Office.

10. Comments and Grievances from Citizens

Jeanie Lee had a presentation about the origination and history of the Baxter flag.

Adjournment

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

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

Meeting Adjourned at 6:40 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sharon Carlile".

Sharon Carlile, City Recorder

A handwritten signature in cursive script that reads "Danny Holmes".

Danny Holmes, Mayor