

City of Baxter
Regular Meeting Minutes
City Hall

November 6, 2025 6:00 p.m.

Opening of Meeting, Invocation, Pledge of Allegiance

Police Chief Matt White opened the meeting at 6:00 p.m. and led the Invocation and the Pledge of Allegiance. Mayor Danny Holmes called the meeting to order at 6:02 p.m. Mr. Brumfield with American Legion gave the invocation.

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 and Public Hearing on October 2, 2025.

Councilman Willie Allison made a motion with a second by Councilman Dustin Stanton 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: Sewer-1; Water-1

Purchase orders for Sewer and Water was approved with a motion by Councilman Dustin Stanton. Councilman Jeff Herald seconded the motion.

Vote: All Ayes Motion Carried

6. Old Business- 2nd Reading:

A. 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”

Councilman Willie Allison made a motion to approve the second reading of Ordinance 2025-4 to rezone 199 Millie Lane to C-2, General Commercial District. Councilman Greg Phillips seconded the motion.

Vote: All Ayes Motion Carried

7. New Business- 1st Reading:

A. Resolution 2025-15- “A Resolution In Support Of Recurring Funding For The Tennessee Short Line Railroad Program”

A motion to pass Resolution 2025-15 supporting the recurring funding for the Tennessee Short Line Railroad Program was made by Councilman Jeff Herald. A second was made by Councilman Greg Phillips.

Vote: All Ayes Motion Carried

B. Resolution 2025-16- "A Resolution To Appoint The Joint Economic And Community Development Board As The County Growth Planning Coordinating Committee "

Councilman Willie Allison made a motion to pass Resolution 2025-16 appointing the Joint Economic and Community Development Board as the County Growth Planning Coordinating Committee. Councilman Jeff Herald seconded the motion.

Vote: All Ayes Motion Carried

C. Supplement To Utility Relocation Contract

Ditty Road utilities need to be relocated for the new state highway coming through there. TDOT will reimburse the expenses for the city. Councilman Dustin Stanton made a motion to approve the Relocation Contract. Councilman Willie Allison made a second to the motion.

Vote: All Ayes Motion Carried

D. Salt Building Bids

Public Works Director John Ramsey discussed the need in the street department for a salt storage shed. The project was put out to bid. Mr. Ramsey conveyed the city received two bids, with the lowest being \$140,000.00 from Foutch Enterprises. Councilman Dustin Stanton discussed dilapidation of the current storage building and the hardened salt. Also, the current building is under the TVA lines and cannot be touched to rehab it. Councilman Willie Allison made a motion and Councilman Dustin Stanton seconded the motion to approve the bid from Foutches.

Vote: All Ayes Motion Carried

E. Capital Outlay- Salt Storage Building

Councilman Dustin Stanton made a motion to shop rates for a capital outlay note to finance a salt storage building. A second was made by Councilman Jeff Herald.

Vote: All Ayes Motion Carried

F. Workeasy Software Time Keeping System

City Recorder Sharon Carlile asked the council to consider changing time keeping systems to Workeasy. The change was approved with a motion by Councilman Willie Allison and a second by Councilman Greg Phillips.

Vote: All Ayes Motion Carried

G. Failure to Appear Ticket Collections

City Recorder Sharon Carlile discussed the need to attain the services of Fox Collection to collect on a lot of unpaid tickets. Councilman Dustin Stanton made a motion to approve obtaining services from Fox Collection. Councilman Willie Allison seconded the motion.

Vote: All Ayes Motion Carried

H. Amendment to Contract Between City of Cookeville and Town of Baxter For Sale Potable Water

A contract to extend the sale of potable water from the City of Cookeville to the City of Baxter was approved with a motion from Councilman Jeff Herald and seconded by Councilman Dustin Stanton.

Vote: All Ayes Motion Carried

I. UCEMC Industrial Power Contract – Line of Credit Increase

City Recorder Sharon Carlile explained that UCEMC has requested an increase for the line of credit required by the City of Baxter due to improvements made at the wastewater treatment plant. Councilman Jeff Herald made a motion to approve the increase and Councilman Dustin Stanton seconded the motion.

Vote: All Ayes Motion Carried

J. Proclamation for Purple Heart Community Bids on Capital Outlay

Mayor Danny Holmes asked a gentleman from the American Legion to explain the City of Baxter becoming a Purple Heart Community. Councilman Dustin Stanton made a motion to make the City of Baxter a Purple Heart Community. Councilman Jeff Herald seconded the motion.

Vote: All Ayes Motion Carried

City Recorder Sharon Carlile requested the Mayor and Council Members add **Resolution 2025-17**, awarding employees a year of service holiday pay, to the agenda. Councilman Willie Allison made the motion and Councilman Dustin Stanton seconded adding the Resolution to the agenda.

Vote: All Ayes Motion Carried

Councilman Dustin Stanton made a motion to approve the service award payment and Councilman Greg Phillips made a second.

Vote: All Ayes Motion Carried

8. Communications from Mayor Danny Holmes

Mayor Holmes discussed November 11th being Veterans Day and the 250th anniversary of the Marines, Army, and Navy on November 10th. He thanked the American Legion for being at the meeting and everything they do. The Baxter Christmas Parade will be December 5th. He also thanked Public Works Director for all his work and his employee's work on the parade. He communicated June Lewis will be the Grand Marshall for the Christmas Parade. He announced today Anatolia had announced their new industry Anatolia Cabinet and Mill Work.

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

Building Inspector Bob Lane discussed a lot of building going on in Baxter. He said the new restaurant downtown is hoping to open in the spring. The Council members thanked the employees and the board for all their hard work and discussed the announcement about Anatolia Cabinet and Millwork. Councilman Phillips also discussed the need to get the railroad operational again. Police Chief wished citizen Jim Martin a happy birthday. Mayor Holmes communicated the auditors were very complimentary of the City Recorder and her team.

10. Comments and Grievances from Citizens

None

Adjournment

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

Vote: All Ayes Motion Carried

Meeting Adjourned at 6:38 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sharon Carlile".

Sharon Carlile, City Recorder

A handwritten signature in cursive script, appearing to read "D. Holmes".

Danny Holmes, Mayor