

## REGULAR MEETING

The Fairbank City Council met in a budget workshop at 5:00 PM and then regular session following at 6:00 PM on Monday January 9, 2023. Members present: R. Woods, Williams, Erickson, T. Woods, and Coffin. Absent: None. Also, present at City Hall: Brian Delagardelle, Wastewater Operator; Ben Delagardelle, Public Works; Nick Kuker, Public Works; Dakota Drish, Police Chief; Brittany Fuller, City Clerk; and Michelle Laube, Deputy Clerk.

The budget for FY2024 was discussed during the budget workshop. The Council discussed all aspects of the City's proposed budget numbers and reviewed previous year's information from the Police, Pool, Library, and Fire departments.

Mayor Cowell called the meeting to order at 6:00 PM with the Pledge of Allegiance.

Motion by R. Woods, second by Williams to approve the agenda. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

There were no public comments during the public comment section.

Motion by Coffin, second by T. woods to approve the minutes of the December 12<sup>th</sup> Regular Meeting. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Motion by Williams, second by Coffin to approve the Treasurer's Report. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None. Receipts for the month of December were: General, \$55,898.53; Special Revenue, \$27,611.95; TIF, \$246.48; Capital Projects, \$95.85, Permanent Funds, \$19.01; Proprietary, \$194,663.50; and Transfers In, \$24,555.00. Disbursements for the month of December were: General, \$21,575.64; Special Revenue, \$5,840.39; Proprietary, \$192,446.75; and Transfers Out, \$24,555.00. Balance on hand at close of business on December 31, 2022, was \$5,145,199.61.

The new fire department members were not ready to be approved by the council. It will be on an upcoming meeting.

Brad Gordon was present to inform the council about the department's annual election results and to hand off his title of Fire Chief to Chris West. Chris West was sworn in and the other officers for the Fire Department were also sworn in with a short swearing in ceremony. Drake Mangrich as the Assistant Fire Chief, Kevin Bodensteiner as Assistant EMS Chief, Collin Woods as President, Courtney Rochette as Vice President, and Janice Martins as Treasurer. They were all thanked for their time dedicated to these leadership roles.

Two quotes were submitted for the work needing done on the Fire Department building. Both quotes included removal of current shingles and replacement of shingles. Perry Hershberger Construction LLC had a quote of \$20,000 which did not include any extra work that could possibly be needed on repairing soffit, fascia, sheathing, or rafters if necessary. Those would be an additional \$40 per man/hour. Legacy Roofing of Iowa had a quote of \$26,545.65. Their quote didn't mention any additional repairs cost. The council thanks Chris West for presenting the two quotes and wanted some more time reviewing them. It will be on the agenda for the next meeting.

Motion by R. Woods, second by Williams to approve the third reading of an ordinance adopting the "Code of Ordinances of the City of Fairbank, Iowa". Roll call vote – Ayes: Coffin, T. Woods, Erickson, Williams, and R. Woods. Nays: None.

Motion by Williams, second by Coffin to approve Ordinance #352 – An Ordinance Adopting the "Code of Ordinances of the City of Fairbank, Iowa." Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Lisa Kremer, the Buchanan County Economic Development Commission Director, was present along with John Welsh again to discuss with the council about the catalyst grant opportunity for the 1897 Café building. The pre-application is due January 27<sup>th</sup>. More discussions on how much to contribute to the project took place and if a contribution was made where and how to make the contribution work. It will be on the agenda for a decision at the meeting on January 23, 2023.

Motion by R. Woods, second by T. Woods to approve the renewal option through Wellmark for the employees' health insurance. There was a 10.8% increase in the premium costs but the new plan showed lower out of pocket maxes. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Discussions on the snow removal process in town was on the agenda. Mayor Cowell stated that during the last snow clean-up there was some rebuttal on one of the warnings issued for a vehicle parked on a public street. Police Chief Drish stated that he stood by all 14 warnings that had been issued so far this winter season. It was agreed upon that consistency and getting the word out to all residents is the best way to help everyone know about the area in the code that discusses snow removal operations for the city. If violated, a warning is issued to

inform the resident of the situation and if a second reminder is needed that a ticket would be issued for \$15.00. The Council wanted to remind everyone about chapter 69.11 Snow Removal in the City Code that states no person shall park, abandon, or leave unattended any vehicle on any public street, alley, or City-owned off-street parking area during snow removal operations unless the snow has been removed or plowed from said street, alley or parking area and the snow has ceased to fall.

Ben talked about how the city is currently using an outdated rebate program with outdated efficiency figures and dollar amounts. Since the city is a member of IAMU, we have access to an online portal of free services. They have a rebate program called Muneebuck\$ and they would handle all the rebates in town. A resident would submit it through an online system, and it would go straight to IAMU for review then the city would receive month totals on what was received. They have employees that only do this and would be available for any questions that might come up when submitting for a rebate. The council wondered how the insulations were measured and asked that it be brought to the next meeting, and they would review the information then.

The verbiage for the amendment to the personnel manual on unused vacation was not ready yet. It will be on the next agenda.

The pool board vacancies are still an open issue. Mayor Cowell stated that he would get in touch with the past pool board president and members in hopes to have more information for the next meeting.

Motion by Coffin, second by T. Woods to appoint Chris West as the city's representative to the Bremer County E911 Board. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Motion by R. Woods, second by Coffin to re-appoint Ron Miller as the city's representative to Buchanan and Fayette County EMA and 911 Boards. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Motion by Coffin, second by T. Woods to approve the Spring and Fall city-wide clean-up days for Monday May 8, 2023, and Monday October 9, 2023. All items will need to be out to the curb by 7:00 AM. Stickers for appliances will be available to purchase at City Hall until the 5:00 PM on the Friday before the scheduled pick-up day. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Motion by T. woods, second by Coffin to approve the next budget workshop for Monday January 23<sup>rd</sup> at 5:00 PM. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Motion by R. Woods, second by Williams to approve the bills as presented. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

AMAZON CAPITAL SERVICES, Supplies	\$ 58.97
ARNOLD MOTOR SUPPLY, Supplies	\$ 223.13
AUDITOR OF THE STATE, ROB SAND, FY22 Exam	\$ 175.00
MIKAYLA BIXEMAN, Training Reimbursement	\$ 95.00
BLACK HAWK WASTE DISPOSAL, Services	\$ 5,817.90
COLLIN BRANDT & SARA, Utility Deposit Refund	\$ 200.00
BUCHANAN COUNTY, Dispatch Fees	\$ 9,286.00
BUTLER COUNTY REC, Electric	\$ 69,090.50
BUTLER COUNTY REC, Services	\$ 11,357.81
CASEY'S GENERAL STORE, Gas	\$ 671.65
CLAYTON ENERGY CORPORATION, Natural Gas	\$ 11,318.61
CLAYTON ENERGY CORPORATION, Reservation	\$ 9,387.22
CMS MEDICARE APPLICATION, Fee	\$ 631.00
TANNER CURLEY, Training Reimbursement	\$ 95.00
BEN DELAGARDELLE, Clothing/Cell Phone Reimbursements	\$ 202.77
BRIAN DELAGARDELLE, Cell Phone Reimbursements	\$ 75.00
ALYXANDRA DIXON, Training Reimbursement	\$ 50.00
DON'S TRUCK SALES, Supplies	\$ 90.96
DORSEY & WHITNEY LLP, Services	\$ 5,000.00
FAIRBANK POSTMASTER, Utility Bills January 2023	\$ 171.60

CITY OF FAIRBANK, Electric & Gas	\$ 4,847.56
HAILEY EITZENHFER, Training Reimbursement	\$ 50.00
HAWKEYE FIRE & SAFETY COMPANY, Services	\$ 570.30
HUNTER KANE, Training Reimbursement	\$ 95.00
ASHLYN HYDE, Training Reimbursement	\$ 50.00
TOM & ANNETTE HYDE, Rebate	\$ 325.00
IA DEPT OF NATURAL RESOURCES, Certification	\$ 20.00
IAMU, Services	\$ 4,903.00
IAN BUZYNSKI, Training Reimbursement	\$ 95.00
IOWA PARK & RECREATION ASSOC., Training	\$ 330.00
IOWA REGIONAL UTILITIES ASSOC., Water	\$ 6,972.68
IPERS, Benefits	\$ 4,902.61
ITRON, INC, Subscription	\$ 2,700.00
JOHN DEERE FINANCIAL, Supplies	\$ 249.39
K & W COATINGS, LLC, Supplies	\$ 502.00
MAXWELL KAYSER, Training Reimbursement	\$ 50.00
KEITH OLTROGGE, CPA, Services	\$ 2,900.00
MICROBAC LABORATORIES, INC., Testing	\$ 404.25
KIESLER'S POLICE SUPPLY, Supplies	\$ 225.90
CODY KLEITSCH, Fire Reimbursement	\$ 44.00
CHLOE KLEINHEKSEL, Training Reimbursement	\$ 50.00
AUSTIN KLINK, Training Reimbursement	\$ 95.00
NICK KUKER, Cell Phone Reimbursement	\$ 75.00
ISABEL LARUE, Training Reimbursement	\$ 95.00
LITTLE WAPSIE COMMUNICATIONS, Static IP Addresses	\$ 20.00
MEDIACOM, Phone Line	\$ 46.96
RON MILLER, Mileage	\$ 334.05
MODERN BUILDING PRODUCTS, Supplies	\$ 386.63
NE SECURITY BANK, Payroll Processing Fee 12/1/22	\$ 10.00
NE SECURITY BANK, Payroll Processing Fee 12/15/22	\$ 8.61
NE SECURITY BANK, Utility ACH Service Charge	\$ 10.00
NSB/HSA - H S A Contributions	\$ 500.00
NSB/HSA- H S A Payroll Deductions	\$ 275.00
OELWEIN PUBLISHING, Publishings	\$ 367.32
OFFICE TOWNE, Supplies	\$ 38.99
AIDAN OLDFATHER, Training Reimbursement	\$ 95.00
OLIVIA OLDFATHER, Training Reimbursement	\$ 50.00
PLAINFIELD WELDING & REPAIR, Services	\$ 90.00
QUICK MED CLAIMS, Billing Services	\$ 206.43
ROBERTS, STEVENS,PRENDERGAST, Attorney Fees	\$ 412.50
SANDRY FIRE SUPPLY, Equipment	\$ 1,033.60
AUTUMN SULLIVAN, Training Reimbursement	\$ 50.00
SUN LIFE ASSURANCE COMP, Life Policies	\$ 82.70
TREASURER-STATE OF IOWA, Dec. Sales Tax	\$ 2,764.77
TREASURER STATE OF IOWA, Dec. Wt Excise Tax	\$ 1,163.27

TREASURER-STATE OF IOWA, State Withholding Tax	\$ 3,389.00
TRUE NORTH, Insurance Premium	\$ 518.70
U. S. TREASURY, 941 Taxes	\$ 6,753.64
U.S. BANK, PEFA Commodity	\$ 9,341.30
UTILITY EQUIPMENT CO., Supplies	\$ 163.20
UTILITY SAFETY & DESIGN INC., Public Awareness Mailing	\$ 1,768.66
VAN METER INC., Supplies	\$ 54.11
VERIZON WIRELESS, Cell Phones/Supplies	\$ 265.00
VISA, Avaya Phone System	\$ 317.75
VISA, Microsoft Email Accounts	\$ 110.50
BRADY WEEPIE, Training Reimbursement	\$ 95.00
WELLMARK, January Premium	\$ 2,665.54
ROXANNE WENNER, Services	\$ 150.00
BRENT WIERCK, Services	\$ 525.00
WILNAT, INC., Equipment	\$ 715.71
WINDSTREAM ENTERPRISE, Gas Alarm Phone Line	\$ 67.12
The Library Board Approved the Following Bills on January 4, 2023:	
AMAZON CAPITAL SERVICES	\$ 67.27
BAKER & TAYLOR INC.	\$ 913.82
GORDON FLESCH COMPANY INC, Equipment	\$ 2,345.07
IPERS, Benefits	\$ 222.60
MODERN BUILDING PRODUCTS, Supplies	\$ 23.57
NE SECURITY BANK	\$ 1.39
VISA, Avaya Phone System	\$ 40.60
VISA, Microsoft Email Accounts	\$ 12.50
ROXANNE WENNER, Services	\$ 200.00

Police Chief Drish stated that the police department will rely on the complaining party to exercise reasonable options to have vehicles warned and moved in town. He is also going to get some extra time patrolling in the mornings and that the police department is operating very well. Public Works stated that the plans for Main Street had been sent out and that they had seen a lot of potential bidders in town on the project. Brian stated that CIT Sewer Solutions would be in town that next week to start working on performing preventative maintenance by cleaning the sanitary sewer out on the West side of town. They were able to remove the Christmas lights down that last week.

Motion by Coffin, second by T. Woods to adjourn at 7:23 PM. Roll call vote- Ayes: Coffin, T. Woods, Erickson, R. Woods, and Williams. Nays: None.

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Bill Cowell, Mayor

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Brittany Fuller, City Clerk