

## 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 23, 2023. Members present: R. Woods, Williams, Erickson, and T. Woods. Absent: Coffin. Also, present at City Hall: Ben Delagardelle and Nick Kuker, Public Works; 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 utility departments.

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

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

There were no public comments during the public comment section.

Motion by Williams, second by Erickson to approve the minutes of the January 9<sup>th</sup> Regular Meeting. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Jon Biederman from Fehr Graham attended the meeting to present the preliminary results from the Main Street Bid Letting held last Wednesday the 18<sup>th</sup> of January. There were 7 bids that came in with the lowest coming from Wick's Construction, Inc. out of Decorah, Iowa. That bid was for just over \$3.9 million total which included the amounts that the city, the DOT and ADA would all be responsible for. The DOT has not gotten the final numbers yet for the breakdown, but the city's portion is estimated at just under \$2 million which is just under the amount that was estimated for the city to spend. No word on who the subcontractors are and are still planning on a start day in the end of March depending on March. The DOT will set that date.

Biederman also presented the council with an agreement with Fehr Graham for the 4<sup>th</sup> Street Sidewalk Project called "Walk Safe Fairbank" and the Right-of-Ways. This project was awarded federal funding help from a Tap Grant approved in May of 2022. He stated that the agreement allowed them to start determining the right-of-way lines and to get the concept statement together which is required in order to receive the federal grant funds. Motion by R. Woods, second by Williams to approve the Agreement with Fehr Graham for 4<sup>th</sup> Street Sidewalk and Right-of-Ways. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

There was also another agreement on the agenda with Fehr Graham for the Hwy 281 Construction Engineering. Biederman stated that the previous agreement was for the design purposes only and that this one covered the construction engineering portion of the project. The DOT informed him that they are taking care of the paving portion at no cost to the city so the cost for this was substantially less than anticipated. Motion by Williams, second by T. Woods to approve the agreement with Fehr Graham for Hwy 281 Construction Engineering. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Lisa Kremer and John Welsh were both present again for this meeting to answer any questions the council might have about the catalyst grant opportunity that they were seeking for the 1897 Café building. The pre-application is due January 27<sup>th</sup>, and a letter was needed from the city on an award amount. A decision on how the city planned to fund their portion could be decided at a later date but it was determined that there are TIF options, loan options, and In-Kind options available. Those details could be entertained later when and if the grant is accepted to even be able to be applied for. Lisa stated that the biggest thing with these catalyst grants is them seeing that the city is committed to the project. Councilwoman Erickson stated again that she feels the project is worthwhile and that she supported giving the full \$100,000 match of moneys and in-kind moneys. It was stated that the council could write the letter for a lower amount and could always decide to give more. Motion by Erickson, second by R. Woods to submit the letter stating that the city approves to award \$75,000 of In-Kind dollars and matching dollars to John Welsh for his pre-application submittal for a Catalyst Grant. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Motion by Williams, second by T. Woods to approve the 2023 City of Fairbank Lawn Treatment Program with Davis Lawn Care. The quote was for \$4,285.00 which was only \$259.00 higher from last year and still included all the Spring, Summer, and Fall applications of fertilizer, grub preventer, and broadleaf spray. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

The Fire Department building roof was discussed again. Mayor Cowell stated that Legacy Roofing did lower their original quote down \$2,545.65 after receiving a discount on the shingles. The fire department did plan on replacing roof for around \$25,000.00 so both quotes were within that amount. The council felt that they would like to get more input from the fire department on which quote they would like to go with. Motion by Williams, second

by T. Woods to table deciding until the fire department could attend a meeting and discuss their thoughts. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

Two quotes for a panelview screen for the jetco panel at the wastewater treatment plant were received. A quote from Jetco for \$6,980.00 and one from EP Electric Pump for \$8,736.69. Ben stated that the touch screen went out awhile ago and that an ethernet switch went out as well. He said that they found the core of the problem that had been creating issues over the years with electronics going out. After the generator would go into maintenance mode it would start up and it was too much for the electronics to handle the surge of electricity causing random electronics to stop working. Motion by Williams, second by T. Woods to approve the Jetco quote for the new screen and ethernet switch. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

An agreement was received from Northern Natural Gas for the city to review and approve if they felt necessary. The agreement if entered allowed the city to pay a lower rate than an interim rate that the commission set which is much higher than the final rate that is projected to be. This agreement would be in effect until a final order approving the final rates was agreed upon. The Deferred Collection Agreement explained that until the process of negotiating transportation rates could be agreed upon, we would pay the estimated cost so that the city wouldn't have a huge credit or bill to pay at the end of this. Motion by R. Woods, second by Erickson to approve the Deferred Collection Agreement with Northern Natural Gas Company. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

The rebate program called Muneebuck\$ that was brought up at the last meeting was discussed. Ben stated that he did not quite have an answer for the council about their question from the last meeting on how the insulation rebate would be measured in the new program. He should have more information by the next meeting. Motion by Williams, second by T. Woods to approve tabling a decision on the new rebate program until more information can be obtained. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

The council agreed on changing the section in the personnel manual that stated that any unused vacation would be lost if not used. Motion by Erickson, second by T. Woods to approve amendment #5 changing the verbiage in the personnel policy under section 5.4 to allow an employee to roll 5 days of vacation and then anything more than that an employee can get paid out for up to 5 more days. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

The pool board vacancies were discussed again and it was agreed upon to increase some of the employee wages by \$1.00. Councilwoman Erickson said that she would work on getting a job description written up regarding a possible 6-month seasonal parks and recreation employee. The council asked the office to go ahead and start advertising for employees.

Possibilities on a solution for the eliminated burn pile were discussed. A few options were mentioned and the idea of holding a public hearing on the topic was brought up. This will be discussed at future meetings until a possible solution can be found.

Motion by R. Woods, second by Erickson to set the next budget workshop for Monday February 13, 2023, at 5:00 PM. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

During the department updates, Ben Delagardelle wanted to recognize Nick Kuker for passing his Wastewater 1 Certification and Ben passed his Water Distribution Test 1. They wrapped up the electric inspections earlier that day and both attended the pool class.

Motion by Williams, second by T. Woods to adjourn at 7:07 PM. Roll call vote- Ayes: T. Woods, Erickson, R. Woods, and Williams. Nays: None.

#### Employee Wages—Calendar Year 2022

|                          |              |                     |             |
|--------------------------|--------------|---------------------|-------------|
| GARRETT BARNES           | \$ 83.20     | BENTON L HYDE       | \$ 193.28   |
| CHANCELER A BEIERSCHMITT | \$ 152.60    | ANDREW R ISLEY      | \$ 379.05   |
| ANGELA R BERG            | \$ 18,794.32 | HUNTER M KANE       | \$ 2,393.49 |
| MIKAYLA J BIXEMAN        | \$ 1,162.05  | MAXWELL KAYSER      | \$ 2,924.88 |
| IAN T BUZYNSKI           | \$ 1,033.67  | MELODY J KAYSER     | \$ 5,367.19 |
| MATTHEW A COFFIN         | \$ 700.00    | CHLOE A KLEINHEKSEL | \$ 2,844.48 |
| JORDAN A COWELL          | \$ 9,583.19  | BRYCE D KLEITSCH    | \$ 165.80   |

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|-------------------------|--------------|---------------------|--------------|
| WILLIAM T COWELL        | \$ 900.00    | CODY R KLEITSCH     | \$ 341.20    |
| TANNER J CURLEY         | \$ 2,246.00  | AUSTIN J KLINK      | \$ 1,372.90  |
| BRIAN E DELAGARDELLE    | \$ 78,926.60 | NICHOLAS W KUKER    | \$ 39,934.24 |
| BENJAMIN L DELAGARDELLE | \$ 60,197.83 | ISABEL J LARUE      | \$ 2,636.90  |
| TRISTAN DILLEY          | \$ 8,614.49  | MICHELLE L LAUBE    | \$ 37,636.20 |
| ALYXANDRA L DIXON       | \$ 3,514.56  | LINDA LETSON        | \$ 2,944.75  |
| DAKOTA A DRISH          | \$ 13,128.14 | DRAKE I MANGRICH    | \$ 40.00     |
| HAILEY E EITZENHFER     | \$ 3,953.52  | AIDAN T OLDFATHER   | \$ 2,873.50  |
| TAMARA S ERICKSON       | \$ 1,100.00  | OLIVIA L OLDFATHER  | \$ 3,375.48  |
| BROOKLYN M ETRINGER     | \$ 1,139.18  | THERESE J STEGGALL  | \$ 366.00    |
| MIKE J EVERDING         | \$ 6,721.00  | AUTUMN E SULLIVAN   | \$ 3,343.56  |
| MITCHELL FRANCK         | \$ 9,743.03  | THEODORE J. VORWALD | \$ 480.00    |
| BRANDON M FRENCH        | \$ 2,740.80  | BRADY W WEEPIE      | \$ 2,998.71  |
| SUSAN M FROST           | \$ 3,130.50  | ROXANNE M WENNER    | \$ 1,147.60  |
| BRITTANY M FULLER       | \$ 54,302.40 | ANDREW WILLIAMS     | \$ 1,080.00  |
| MARK G GUDENKAUF        | \$ 29,791.14 | CAMRYN L WOLFE      | \$ 4,822.65  |
| GREGORY M HARTER        | \$ 2,300.00  | RONALD J WOODS      | \$ 1,070.00  |
| MACY S HUEBNER          | \$ 838.63    | TYLER A WOODS       | \$ 940.00    |
| ASHLYN M HYDE           | \$ 3,244.08  |                     |              |

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Bill Cowell, Mayor

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Brittany Fuller, City Clerk