

REGULAR MEETING

The Fairbank City Council met in a budget workshop at 5:30 PM and then regular session following at 6:00 PM on Monday February 10, 2025. Members present: R. Woods, Williams, T. Woods, and Gruetzmacher. Present via Microsoft Teams: Erickson. Absent: None. Also, present at City Hall: Nick Kuker, Public Works; Dakota Drish, Police Chief; Michelle Laube, Deputy Clerk; and Brittany Fuller, City Clerk.

During the budget workshop, the council reviewed proposed budget numbers of FY2026 and information regarding the proposed property tax levy notice page.

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

Motion by Williams, second by R. Woods to approve the agenda. Motion carried.

There were no public hearings.

Motion by T. Woods, second by Gruetzmacher to approve the following consent agenda items as presented: January 27th Regular Meeting Minutes, Treasurer's Reports for January 2025, Setting the 3rd budget workshop for February 24th at 5:30 PM, and the Payment of Bills. The bill listing will be placed at the end of the minutes. Roll call vote- Ayes: T. Woods, Gruetzmacher, Williams, R. Woods, and Erickson. Nays: None.

Treasurers Report for the Month of January 2025: Revenues - General, \$21,361.74; Special Revenue, \$32,216.57; TIF, \$1,845.00; Capital Projects, \$34.63; Permanent Funds, \$20.44; Proprietary, \$184,502.34; and Transfers In, \$27,055.00. Disbursements - General, \$35,826.30; Special Revenue, \$8,913.85; Proprietary, \$180,746.79; and Transfers Out, \$27,055.00. Balance on hand at close of business on January 31, 2025 was \$5,571,224.98.

There were no comments during the informal comment section.

The current water rates were discussed. After reviewing revenue numbers and the costs incurred and projected to keep maintaining the city's water infrastructure system, it was decided to keep the rates the same but to add a \$5.00 a month infrastructure charge to the utility bills. Motion by Williams, second by R. Woods to approve the first reading of Ordinance 368 – Chapter 92 Water – Section 92.02 Water Rates adding a \$5.00 infrastructure fee per month. Roll call vote- Ayes: Williams, R. Woods, Erickson, T. Woods, and Gruetzmacher. Nays: None.

Motion by Gruetzmacher, second by T. Woods to approve the second reading of Ordinance 369 – Chapter 99 Sewer and Sewer Rates. Ordinance 369 reads a price increase from \$0.00322 to \$0.004 per gallon ran through the sewer plant. That rate would increase annually every July 1st by 1%. The \$15.00 monthly fee and \$40.00 infrastructure fee would remain the same. Roll call vote- Ayes: Gruetzmacher, T. Woods, Williams, R. Woods, and Erickson. Nays: None.

A few meetings ago, a resident addressed the council asking if the hours of operation could be changed in the City's UTV Ordinance. He stated that the hours did not match the county's rules and was asking if the council would consider amending the ordinance and removing the hours of operation section. Some research was done and Police Chief Drish stated that he would have no problem with it and that it would comply more accurately with state law. Everything else in the ordinance would still apply and the police department could still enforce those items. Motion by Gruetzmacher, second by R. Woods to approve the first reading of Ordinance 370 – Chapter 75 All-Terrain Vehicles and Snowmobiles – Repealing Section 75.10 Hours of Operation. Roll call vote- Ayes: Gruetzmacher, R. Woods, Erickson, and Williams. Abstain: T. Woods. Nays: None.

Motion by Gruetzmacher, second by R. Woods to waive the second and third readings of Ordinance 370 – Chapter 75 All-Terrain Vehicles and Snowmobiles – Repealing Section 75.10 Hours of Operation. Roll call vote- Ayes: Gruetzmacher, R. Woods, Erickson, and Williams. Abstain: T. Woods. Nays: None.

Motion by Gruetzmacher, second by Williams to approve Ordinance 370 – Repealing Section 75.10 Hours of Operation in Chapter 75 All-Terrain Vehicles and Snowmobiles. Roll call vote- Ayes: Gruetzmacher, Williams, Erickson, and R. Woods. Abstain: T. Woods. Nays: None.

Nick stated that they could remove the shelter at Veteran's Park and in order to help decide what kind of shelter will be put in its place another quote was received from Woods Construction for a shelter with two bathrooms. That quote came in at just under \$59,000.00. A shelter with no bathrooms was

quoted at \$28,750.00. The council thought to see what one family bathroom would do to the quote. More information will be at the next meeting and grants will be pursued.

The Council received another quote this year from Frontline Warning Systems for a service contract for servicing the warning sirens. The \$800.00 contract included inspecting the warning sirens twice a year. Motion by Williams, second by T. Woods to approve the one-year contract with Frontline Warning Systems. Roll call vote- Ayes: Williams, T. Woods, Gruetzmacher, R. Woods, and Erickson. Nays: None.

Chief Drish asked the council to consider hiring another part-time officer, Brandon French. He currently works for the Evansdale Police Department but previously worked for Fairbank a few years ago. Drish stated that they would not go over on their hours that were already approved and budgeted, and that this employee would be a tremendous help to the department. Motion by Gruetzmacher, second by R. Woods to approve **Resolution 2025-05 – Resolution Hiring Part-Time Police Officer**. Brandon French was hired at \$29.50 per hour. Brandon was present and he was sworn in by Mayor Kayser. Roll call vote- Ayes: Gruetzmacher, R. Woods, Williams, Erickson, and T. Woods. Nays: None.

Since our electricity rates were raised by Butler County REC, it was suggested to have an electric cost-of-service study done to make sure that the rates charged by the city reflect what the city is paying for electricity. The last one was completed in 2008 with the results delivered in February 2009. Motion by Gruetzmacher, second by Williams to pursue getting quotes since it has been fifteen years since the last study was completed and then go from there on any decisions. Motion carried.

Motion by T. Woods, second by Williams to approve **Resolution 2025-06 – Resolution Establishing New Energy Cost Adjustment**. The Energy Cost Adjustment was increased from \$0.02704 to \$0.03107 per KWH. This would help cover the increase in costs that the city received from Butler County REC. Roll call vote- Ayes: T. Woods, Williams, R. Woods, Erickson, and Gruetzmacher. Nays: None.

The City of Fairbank is currently classified as having a natural gas transmission line even though it is a distribution line due to the way the Iowa Code read when the system was installed. With that, recent changes to the verbiage and meaning of a natural gas transmission line in the Iowa Code have made it possible to request a change in the City's classification of a transmission line to the correct classification of a distribution line. This change would allow for easier reporting and help alleviate the requirements needed as a transmission line system. In order to try and get that changed a letter must be submitted to the Iowa Utilities Commission. Motion by Williams, second by T. Woods to approve sending in a petition to the Iowa Utilities Commission for a reclassification of the City's Natural Gas Transmission Line to a Natural Gas Distribution Line. Motion carried.

The City's current accounting software (gWorks Desktop) is changing into a cloud-based system by December 31, 2025. There have been many issues reported from other cities with the launching of their new cloud-based system and since it is not up and running properly there is great concern about switching to the new system. gWorks will no longer be supporting the desktop version and there is only a short window of time to figure out what the city is going to do. In order to weigh out all of the possible options, Michelle and Brittany have had one demo performed with a quote from Edmonds Govtech and they received another quote from Tyler Technologies. They are waiting to hear from Civic Systems. Switching to a new company will come with a big cost upfront but their systems are properly running systems. This decision will need to be made sooner than later. The council requested to try to set up an in-person demo with Edmonds Govtech as the office staff really liked what they saw in their demo. There is another company called Town Cloud hosting an online demonstration in Dunkerton on the 13th and the council agreed that the office staff should attend. This will be discussed at the next meeting as a decision will need to be made soon.

During the council/mayor comments, Councilman Gruetzmacher informed the council that the scoreboards for the ball diamonds were ordered and that the project will be completed very soon. He thanked everyone involved for helping to make it possible. Mayor Kayser stated that he believed the police department needed a different area to conduct business instead of being at City Hall. If anyone has any ideas, let him know.

During the department reports, Police Chief Drish thanked the council for their support in hiring Brandon French and went over what the department had been up to in the last few weeks. Nick stated that they were able to trim some trees on the Northeast side of town, they are still working on learning the

sewer plant as numbers are back where they should be, they are attending a water conference, and Lonnie was able to achieve his Water Distribution Certification. Also reported that Ken Schnor started that day.

Motion by Williams, second by T. Woods to adjourn the meeting at 7:12 PM. Motion carried.

Bills for the Month of February 2025

Advantage Administrators, POP Services	\$ 300.00
Amazon Capital Services, Supplies	\$ 102.22
Arnold Motor Supply, Supplies	\$ 80.49
Bound Tree Medical, LLC., Ambulance Supplies	\$ 731.48
Lonnie Brewer, Cell Phone Reimbursement	\$ 75.00
Stan & Susan Broten, Utility Deposit Refund	\$ 200.00
Buchanan Co Recorder, Recording Fee	\$ 12.00
Butler County REC, Electric	\$ 67,889.68
Carrico Aquatic Products, Equipment	\$ 5,109.61
Casey's General Store, Gas	\$ 560.37
Clayton Energy Corporation, Natural Gas	\$ 18,928.13
Clayton Energy Corporation, Reservation	\$ 13,260.41
D & D Tire Inc., Services	\$ 165.00
Daktronics, Inc., Equipment	\$ 9,795.00
Delta Dental of Iowa, February Premium	\$ 21.96
Dakota Drish, Conference Reimbursement	\$ 571.20
Fairbank Postmaster, Feb 2025 Utility Bills Postage	\$ 196.00
City of Fairbank, Electric & Gas	\$ 5,576.71
Fehr Graham, Engineering	\$ 236.25
Frontline Warning Systems, Siren Contract	\$ 800.00
Addilyn Fuller, Services	\$ 60.00
Brittany Fuller, Cell Phone Reimbursement	\$ 75.00
Gideon Mast, Utility Deposit Refund	\$ 200.00
Gordon Flesch Company Inc., Copier/Printer Fees	\$ 168.54
Grainger, Inc., Supplies	\$ 236.12
Region 1 AWWA, Conference	\$ 135.00
IAMU, Natural Gas OQ Training	\$ 1,870.00
IMFOA, Memberships	\$ 70.00
Iowa One Call, Locates	\$ 3.60
Iowa Regional Utilities Assoc., Water	\$ 8,161.74
Iowa Sport Supply, Supplies	\$ 135.00
Iowa Utilities Commission, Conference	\$ 350.00
Ipers, Benefits	\$ 6,911.00
John Deere Financial, Supplies/Clothing Allowance	\$ 187.96
Kluesner Sanitation, LLC., February 2025 Pick-Up Fees	\$ 7,534.80
Nick Kuker, Cell Phone Reimbursement	\$ 75.00
Michelle Laube, Cell Phone Reimbursement	\$ 75.00
Lifemed Safety, Inc., Supplies	\$ 383.80
Little Wapsie Communications, Static IP Addresses/SW Phone	\$ 64.06
Lumber Ridge Home Source, Shipping	\$ 16.12
MercyOne Waterloo Medical Center, Drug Testing	\$ 30.00
Metering & Technology Solution, Supplies	\$ 66.40
Microbac Laboratories, Inc., Testing	\$ 555.00
Mitko Specialty Sales & Service, Supplies	\$ 149.91
Tom Montanez	\$ 200.00
NE Security Bank, Payroll Processing Fee 1/2/25	\$ 10.00
NE Security Bank, Payroll Processing Fee 1/15/25	\$ 8.50
NE Security Bank, Utility ACH Service Charge	\$ 10.00
NSB/HSA - H S A Contributions	\$ 500.00
NSB/HSA- H S A Payroll Deductions	\$ 200.00
Oelwein Publishing, Publishings	\$ 490.29
Premier Technology, Services	\$ 419.15
Quick Med Claims, Ambulance Billing	\$ 241.44
Alexis Rausch, Fire Training Reimbursement	\$ 50.00
Roberts, Stevens,Prendergast, Attorney Fees	\$ 2,287.50

Rydell of Independence, Services	\$ 85.34
Sun Life Assurance Comp, Life Policies	\$ 44.85
Superior Welding Supply Co., Oxygen	\$ 76.46
Treasurer-State Of Iowa, January 2025 Sales Tax	\$ 3,811.03
Treasurer State Of Iowa, January 2025 Water Excise Tax	\$ 1,308.24
U. S. Treasury, 941 Taxes	\$ 6,050.48
U.S. Bank, December 2024 PEFA Commodity	\$ 14,399.42
U.S. Bank, January 2025 PEFA Commodity	\$ 17,422.99
USA Bluebook, Testing Supplies	\$ 55.94
Utility Equipment Co., Supplies	\$ 244.30
Utility Safety & Design Inc., Natural Gas Odorant	\$ 2,441.20
Verizon Wireless, Cell Phones	\$ 178.29
Visa, Records Check/Microsoft Email Accounts/AVAYA Phone System/Adobe	\$ 947.41
Wellmark, February Premium	\$ 3,025.28
Wesco Receivables Corp., Supplies	\$ 1,576.38
Wilnat, Inc., Supplies	\$ 1,730.28
Windstream Enterprise, Gas Alarm Phone Line	\$ 68.31
The Fairbank Library Board Approved the Following Bills on February 5, 2025:	
Amazon Capital Services, Books & Supplies	\$ 217.86
Baker & Taylor Inc., Books	\$ 600.98
Brock Berg, Services	\$ 160.00
City of Fairbank, Electric & Gas	\$ 229.06
NE Security Bank, Payroll Processing Fee 1/15/25	\$ 1.50
US Cellular, Hotspots	\$ 118.56
Visa, AVAYA Phone System/Microsoft Email Accounts	\$ 52.77

Jason Kayser, Mayor

Brittany Fuller, City Clerk