

## 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 March 10, 2025. Members present: R. Woods, Williams, Erickson, T. Woods, and Gruetzmacher. 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 final proposed budget numbers for FY26.

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

Motion by Gruetzmacher, second by Williams to approve the agenda. Motion carried.

There were no public hearings.

Motion by Williams, second by T. Woods to approve the following consent agenda items as presented: February 26<sup>th</sup> Regular Meeting Minutes, Treasurer's Reports for February 2025, Approval for Brittany Fuller and Michelle Laube's Attendance at the IMFOA Spring Conference from April 9-11, 2025, No budget workshop was set for the next council meeting, Setting the next Regular Meeting for March 24<sup>th</sup> at 6:05 PM, Approval of the Liquor License for Outerbanks, and the Payment of Bills. The bill listing will be placed at the end of the minutes. Roll call vote- Ayes: Williams, T. Woods, R. Woods, Erickson, and Gruetzmacher. Nays: None.

Treasurers Report for the Month of February 2025: Revenues - General, \$9,847.95; Special Revenue, \$26,343.28; TIF, \$2,504.39; Capital Projects, \$51.37; Permanent Funds, \$17.07; Proprietary, \$228,476.94; and Transfers In, \$28,565.89. Disbursements - General, \$36,542.21; Special Revenue, \$3,688.13; Proprietary, \$177,338.92; and Transfers Out, \$28,565.89. Balance on hand at close of business on February 28, 2025 was \$5,615,109.46.

There were no comments during the informal comment section.

Motion by Gruetzmacher, second by Erickson to approve the third reading of Ordinance 368 – Chapter 92 Water – Section 92.02 Water Rates adding a \$5.00 infrastructure fee per month. Roll call vote- Ayes: Gruetzmacher, Erickson, T. Woods, R. Woods, and Williams. Nays: None.

Motion by T. Woods, second by R. Woods to approve Ordinance 368. Roll call vote- Ayes: T. Woods, R. Woods, Gruetzmacher, Williams, and Erickson. Nays: None.

Councilman Gruetzmacher wanted to get approval to move forward with plans for a new shelter at Veteran's Park so that grants could be sought out. Splitting the project up into a couple of phases seemed to make the most sense with the grants and their timelines. Motion by Williams, second by Gruetzmacher to approve moving forward with a new shelter in order to apply for the Spring Buchanan County Grant Cycle before the deadline. Bathrooms would hopefully be achieved eventually in a second phase to the project with help from more grants. Motion carried.

As previously discussed, the City's current accounting software (gWorks Desktop) is changing into a cloud-based system by December 31, 2025. After looking into some other companies, it was found that the completion of switching/onboarding with most other companies would not be able to happen until mid 2026. This is because there are so many people moving from gWorks to other software companies. With that information, the city will be forced to transition to the cloud-based system. An ordering document will be on the next agenda for approval that locks the city in with the current gWorks rate as the rate for next year for the new gWorks cloud-based system. There is a gWorks User Group Meeting that is happening on March 25<sup>th</sup> that the council said that the office staff should attend to see if they have any insight on any software fixes for the issues that the new software is experiencing.

Since the city was looking into having an electric cost-of-service study done, the City Clerk contacted Iowa Association of Municipal Utilities to see if they had any information for a company that would do that study. They suggested Dave Berg Consulting LLC. After contacting David Berg, a proposal was received for conducting a study of the city's electric system for \$6,000.00 plus applicable fees for travel, meals, copying services and shipping. Motion by R. Woods, second by T. Woods to approve having Dave Berg Consulting LLC conduct an electric cost-of-service study for the \$6,000.00 plus applicable fees. Roll call vote- Ayes: R. Woods, T. Woods, Gruetzmacher, Erickson, and Williams. Nays: None.

Adam Kerns, the city's insurance agent, was present to discuss the renewal information on the city property insurance which is up for renewal on April 1<sup>st</sup>. There were a few items removed as there was no need to provide coverage on them. The original insurance renewal through ICAP was for \$84,345.00

without the updated amounts that will be changed. That number was up from last year's premium of \$81,504.00. Motion by Williams, second by Gruetzmacher to approve the renewal after making the updates requested. Roll call vote- Ayes: Williams, Gruetzmacher, R. Woods, T. Woods, and Erickson. Nays: None.

An Electric Reliability Plan is required to be reviewed and passed annually. The plan passed last year was reviewed and updated. Motion by T. Woods, second by Williams to approve **Resolution 2025-08 – Resolution Adopting Electric Reliability Plan of the City of Fairbank Municipal Electric Utility**. Roll call vote- Ayes: T. Woods, Williams, R. Woods, Gruetzmacher, and Erickson. Nays: None. This plan will be filed with IUB by April 1<sup>st</sup>.

Mayor Kayser wanted to talk about the street repairs needed on Christians Trail. Finalizing the Main Street project will help to see how much money is available for street projects. He thought a lot of the repairs needed could be handled in house and that maybe he would talk to Prairie Road Builders.

The cemetery mowing contract that the city had for the past three years expired last year so the mowing for the cemetery for 2025 was discussed. Motion by Williams, second by Erickson to approve putting the information out for bid and to review at an upcoming meeting. The paperwork will be posted, and any bids received will be considered at the meeting on April 10<sup>th</sup>. Motion carried.

Radon mitigation at City Hall was discussed. Mayor Kayser stated that he was waiting to hear back from a couple of companies and hopefully will be getting some quotes but that ventilating the basement is needed.

Mayor Kayser wanted to talk to the council about city building space and departmental allocation of those spaces. He felt that the police department needed more office space and a place to park the squad car inside and wondered about moving around in the buildings that are already owned by the city. He asked everyone to think about it and let him know if they have ideas.

Public Works Director Kuker received two quotes for a UTV. One from Bodensteiner Implement Co. for a John Deere Gator for \$30,700.00 and one from Myers Polaris, Inc. for a 2025 Polaris for \$30,457.74. The council felt that more quotes needed to be received and maybe some on a used machine as well. This will be discussed at future meetings.

Motion by Erickson, second by Gruetzmacher to approve a payment of a \$1,000.00 sponsorship from the city to the Fairbank Development Corporation for the Fairbank Days Celebration. Roll call vote- Ayes: Erickson, Gruetzmacher, and T. Woods. Abstain: Williams and R. Woods. Nays: None.

Motion by Williams, second by Gruetzmacher to approve the ordering of flowers for Main Street this year. Roll call vote- Ayes: Williams, Gruetzmacher, T. Woods, R. Woods, and Erickson. Nays: None.

During the council/mayor comments, Mayor Kayser stated that he was able to sit down with Little Wapsie Communications and he said they have 350 homes connected out of the 540 in town. He wanted to encourage everyone to look into switching as their product and service is the best around. He also stated that they are going to be working on getting the internet connected at the city shop.

During the department reports, Police Chief Drish updated everyone on what the department had been doing and he also stated that he was able to get the Fairbank Police Department officially certified and compliant with Iowa Statutory Requirements. Nick said that Lonnie got his water certification and said they had a big water main break that past week at South Walnut Street and Corey Street. Mayor Kayser stated that he and Nick have been doing monthly meetings.

Motion by Williams, second by Gruetzmacher to adjourn the meeting at 7:42 PM. Motion carried.

Bills for the Month of March 2025

Amazon Capital Services, Supplies	\$	169.97
Arnold Motor Supply, Supplies	\$	50.78
BDS Equipment, Equipment	\$	4,999.00
Bound Tree Medical, LLC, Ambulance Supplies	\$	322.50
Lonnie Brewer, Cell Phone Reimbursement	\$	75.00
Buchanan County Economic Devel, FY 26 Utility Dues	\$	600.00
Butler County Rec, Electric	\$	59,717.72
Butler County Rec, Supplies	\$	459.44
C and C Welding Inc., Supplies	\$	752.90
Campbell Supply-Waterloo, Supplies	\$	12.73
Carrico Aquatic Products, Supplies	\$	156.73
Casey's General Store, Gas	\$	621.33

Clayton Energy Corporation, Natural Gas	\$ 16,926.86
Clayton Energy Corporation, Reservation	\$ 13,260.41
Danko Emergency Equipment, Supplies	\$ 401.14
Delta Dental of Iowa, Premium	\$ 21.96
Don's Truck Sales, Services	\$ 22.95
City of Fairbank, Electric & Gas	\$ 5,573.53
City of Fairbank, Utility Deposit Applied	\$ 200.00
Addilyn Fuller, Services	\$ 60.00
Brittany Fuller, Cell Phone/Mileage Reimbursement	\$ 89.84
Brad Gordon, Training Reimbursement	\$ 2,875.52
Gordon Flesch Company Inc., Copier/Printer Fees	\$ 114.14
Grainger, Inc., Supplies	\$ 50.00
Groebner & Associates, Supplies	\$ 205.47
Hawkeye Alarm & Signal Co., Annual Alarm Monitoring	\$ 300.00
IA Dept of Public Health, Pool/Slide Registration	\$ 70.00
IAMU, Member Dues	\$ 4,987.00
IMFOA, Spring Conference	\$ 350.00
Iowa Insurance Division, Filing Fee Annual Report 2024	\$ 51.00
Iowa Law Enforcement Academy, New Hire Evaluation	\$ 150.00
Iowa Regional Utilities Assoc., Water	\$ 7,307.31
Ipers, Benefits	\$ 4,986.11
John Deere Financial, Supplies	\$ 194.96
Kirkwood Community College, Training	\$ 560.00
Kluesner Sanitation, LLC., March 2025 Pick-Up Fees	\$ 7,534.80
Nick Kuker, Cell Phone Reimbursement	\$ 91.05
Kwik Trip Inc., Gas	\$ 16.89
Michelle Laube, Cell Phone Reimbursement	\$ 75.00
Little Wapsie Communications, Static IP Addresses	\$ 64.06
Lumber Ridge Home Source, Postage	\$ 48.57
MercyOne Waterloo Medical, Mutual Aid	\$ 160.00
Metering & Technology Solution, Equipment	\$ 488.88
Microbac Laboratories, Inc., Testing	\$ 451.00
Modern Building Products, Equipment/Supplies	\$ 1,532.92
NE Security Bank, Payroll Processing Fee 2/3/2025	\$ 10.00
NE Security Bank, Payroll Processing Fee 2/18/2025	\$ 8.64
NE Security Bank, Utility ACH Service Charge	\$ 10.00
NE Security Bank	\$ 4.00
NSB/HSA - H S A Contributions	\$ 500.00
NSB/HSA- H S A Payroll Deductions	\$ 200.00
Oelwein Publishing, Publishings	\$ 364.62
Premier Technology, Services	\$ 245.40
Quick Med Claims, Ambulance Billing	\$ 467.96
Roberts, Stevens,Prendergast, Attorney Fees	\$ 1,092.06
Steve Osterhaus, Utility Deposit Refund	\$ 200.00
Storey Kenworthy/Matt Parrott, Supplies	\$ 86.81
The EZ Street Company, Supplies	\$ 559.72
Treasurer-State of Iowa, Feb 2025 Sales Tax	\$ 4,109.55
Treasurer State of Iowa, Feb 2025 WT Excise Tax	\$ 1,221.99
U. S. Treasury, 941 Taxes	\$ 6,988.91
UnityPoint Clinic-Occupational, Drug Testing	\$ 42.00
USA Bluebook, Testing Supplies	\$ 292.90
Verizon Wireless, Cell Phones	\$ 178.29
Visa, Classes/Hotel/Avaya Phone System/Microsoft Email Accounts	\$ 1,565.37
Wellmark, March Premium	\$ 3,025.28
Windstream Enterprise, Gas Alarm Phone Line	\$ 68.31
The Fairbank Library Board Approved the Following Bills on March 5, 2025:	
Amazon Capital Services, Books	\$ 183.18
Baker & Taylor Inc., Books	\$ 450.52
Brock Berg, Services	\$ 170.00
City of Fairbank, Electric & Gas	\$ 256.52

Gordon Flesch Company Inc, Copier/Printer Fees	\$	49.60
NE Security Bank, Payroll Processing Fee 2/18/2025	\$	1.36
US Cellular, Hotspots	\$	60.18
Visa, Avaya Phone System/Microsoft Email Accounts	\$	52.77

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Jason Kayser, Mayor

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Brittany Fuller, City Clerk