

## REGULAR MEETING

The Fairbank City Council met in regular session on Monday September 9, 2024. Mayor Kayser called the meeting to order at 6:00 PM with the Pledge of Allegiance. Members present: R. Woods, Williams, Erickson, T. Woods, and Gruetzmacher. Absent: None. Also, present at City Hall: Dakota Drish, Police Chief; Brian Delagardelle, Water/Wastewater Operator; Nick Kuker, Public Works; Michelle Laube, Deputy Clerk; and Brittany Fuller, City Clerk.

Motion by R. Woods, second by Gruetzmacher to add an agenda item on Approval of Application and Agreement for use of Highway Right-of-way for Utilities Accommodation. Motion carried. Motion by Erickson, second by Gruetzmacher to approve the amended agenda. Motion carried.

Motion by Williams, second by R. Woods to open the public hearing on proposed amendment to the Urban Renewal Plan Amendment for the Fairbank Urban Renewal Area. Motion carried. An email was received from the Wapsie Valley Superintendent, Chris Hoover, that stated that the school district had no objections to the Urban Renewal Amendment and Clayton Ohrt with the Buchanan County Board of Supervisors called and left a voicemail stating that no one would be able to attend the consultation meeting set for August 22<sup>nd</sup> but stated no comments about the amendment. No other comments, oral or written, were received. Motion by Williams, second by Erickson to close the public hearing on proposed amendment to the Urban Renewal Plan Amendment for the Fairbank Urban Renewal Area. Motion carried.

Motion by Gruetzmacher, second by R. Woods to approve **Resolution 2024-23 – Approve Urban Renewal Plan Amendment for the Fairbank Urban Renewal Area**. Roll call vote- Ayes: Gruetzmacher, R. Woods, Williams, T. Woods, and Erickson. Nays: None.

Motion by Gruetzmacher, second by T. Woods to approve **Resolution 2024-24 – Resolution Authorizing Economic Development Grant Agreement with J. S. W. Enterprise, LLC and Authorizing Internal Advance for Funding of Economic Development Grant Thereunder**. Roll call vote- Ayes: Gruetzmacher, T. Woods, R. Woods, Erickson, and Williams. Nays: None. John Welsh was present to discuss the project and stated that they are currently waiting on the windows for the 1897 Café. He is working on repairing ceilings and flooring and is hoping to get all the mechanicals, heating and air etc., running soon as the electrical has started.

Motion by R. Woods, second by T. Woods to approve the following consent agenda items as presented: August 26, 2024 Regular City Council Meeting Minutes, Treasurer’s Report for August 2024, Approval for Brittany Fuller and Michelle Laube’s Attendance at the IMFOA Fall Conference from October 16-18, 2024, and the Payment of Bills. The bill listing will be placed at the end of the minutes. Roll call vote- Ayes: R. Woods, T. Woods, Gruetzmacher, Erickson, and Williams. Nays: None.

Treasurers Report for the Month of August 2024: Revenues - General, \$21,814.52; Special Revenue, \$27,562.02; Capital Projects, \$60,035.68; Permanent Funds, \$72.32; Proprietary, \$162,260.40; and Transfers In, \$27,055.00. Disbursements - General, \$73,534.38; Special Revenue, \$161,636.60; Proprietary, \$160,384.06; and Transfers Out, \$27,055.00. Balance on hand at close of business on August 31, 2024 was \$5,393,954.63.

There was no one present during the informal public comment section.

The shelter replacement at Veteran’s Park is still being discussed and worked on. The park committee is trying to get quotes and see what grants are available to find out what all can be done there.

A texting system called Text My Gov was discussed. The system would allow for mass communication via texting to be utilized by the city. It seemed favorable amongst the council, but they wanted more information gathered before a decision could be made.

A service agreement for a ClientCare Managed Service with Premier Technology was presented to the council for added security with technology and better Wi-Fi distribution at City Hall. The monthly cost stated \$187.90 which included two PC-Standard packages and 12 PC-Lite packages. This would cover everyone’s laptops and the desktop computers at City Hall and in the Police Department. Motion by Williams, second by Gruetzmacher to approve the Service Agreement with Premier Technology. Roll call vote- Ayes: Williams, Gruetzmacher, R. Woods, T. Woods, and Erickson. Nays: None.

The added agenda item of Approval of Application and Agreement for use of Highway Right-of-way for Utilities Accommodation was discussed. There was some work being done in the right-of-way along Hwy 281 within the City limits that needed to be approved by both the city and the IA DOT. The IA

DOT thought that the work being done would be a benefit to the area but that there just needed to be documentation and approvals done. Motion by Williams, second by Gruetzmacher to approve the Application and Agreement for use of Highway Right-of-way for Utilities Accommodation at the location of 502 Grove Street. Roll call vote- Ayes: Williams, Gruetzmacher, R. Woods, and Erickson. Abstain: T. Woods. Nays: None.

During the council/mayor comments, Councilman Gruetzmacher stated that all the tile had been laid at the ball diamond. He wanted to thank the following volunteers who worked over thirty hours over their holiday weekend to get the work done: Thomas Roe, Jonathon Schilling, Caleb Erickson, and Tracy Gruetzmacher. He also stated that The Kernels Foundation increased their grant award to the city to \$5,000.00 and that he knows the ball diamonds don't look the greatest right now but that they will soon. Mayor Kayser asked the council to turn in their employee evaluations to him by November so that he can have them completed by November 30<sup>th</sup>. He also stated that he had been working with the police department on serving some nuisance abatements.

During the department reports, Brian told the council about a pipeline facility security threat that had happened in central Nebraska. The Iowa Association of Municipal Utilities sent out an email and wanted to remind everyone to be aware of their surroundings and to report anything that looks out of place. Nick had been working with John Welsh regarding an electrical upgrade at the 1897 café. Public works got the well house removed and well #3 has been capped. They are also working on a new gas service west of town. Police Chief Drish updated everyone on some of the activities that the department had been up to.

During the planning session part of the council meeting, the goals that were discussed and written down on a list at the meeting on July 22<sup>nd</sup> were each addressed as to importance level of low to high. This list will continue to be reviewed at future planning session meetings.

Motion by Williams, second by Erickson to adjourn the meeting at 7:40 PM. Motion carried.

Bills for the Month of September 2024

Amazon Capital Services, Supplies	\$ 19.96
Arnold Motor Supply, Supplies	\$ 63.07
Bodensteiner Implement Co., Supplies	\$ 22.50
Bound Tree Medical, LLC., Ambulance Supplies	\$ 105.18
Lonnie Brewer, Cell Phone Reimbursement	\$ 75.00
Bryan Rock Products, Supplies	\$ 4,778.42
Butler County Rec, Electric	\$ 76,902.68
Butler County Rec, Services	\$ 19,585.28
Campbell Supply-Waterloo, Supplies	\$ 244.00
Carrico Aquatic Products, Supplies	\$ 10.07
Casey's General Store, Gas	\$ 695.93
Clayton Energy Corporation, Natural Gas	\$ 1,917.36
Clayton Energy Corporation, Reservation	\$ 5,569.54
D & S Portables, Inc., Rentals	\$ 800.00
Dakota Supply Group, Supplies	\$ 672.84
Davis Lawn Service, Services	\$ 1,552.00
Brian Delagardelle, Clothing/Cell Phone Reimbursement	\$ 186.74
Display Sales, Supplies	\$ 2,444.90
Don's Truck Sales, Services	\$ 385.05
Echo Group, Inc., Supplies	\$ 34.71
Electrical Engineering & Equip., Equipment	\$ 1,838.02
Fairbank Food Center, Concessions	\$ 6.99
Fairbank Postmaster, Rental	\$ 162.00
City of Fairbank, Electric & Gas	\$ 7,343.00
City of Fairbank, Utility Deposit Applied	\$ 200.00
Brittany Fuller, Cell Phone Reimbursement	\$ 75.00
Gordon Flesch Company Inc, Copier/Printer Fees	\$ 114.14
IA Dept of Natural Resources, Permit Fee	\$ 210.00
IMFOA, Fall Conference	\$ 400.00
Iowa One Call, Locates	\$ 18.10
Iowa Prison Industries, Signs	\$ 80.00
Iowa Regional Utilities Assoc., Water	\$ 10,952.32

Ipers, Benefits	\$ 5,916.75
J.S.W. Enterprise, LLC, Catalyst Grant Award	\$ 60,000.00
Jetco, Inc., Equipment & Services	\$ 3,672.00
John Deere Financial, Supplies	\$ 89.99
Kiesler's Police Supply, Supplies	\$ 635.07
Kirkwood Community College, Training	\$ 69.00
Kluesner Sanitation, LLC., September 2024 Pick-up Fees	\$ 8,229.25
Nick Kuker, Clothing/Cell Phone Reimbursement	\$ 373.81
Kwik Trip Inc., Gas	\$ 38.32
Michelle Laube, Cell Phone Reimbursement	\$ 75.00
Little Wapsie Communications, IP Static Addresses	\$ 20.00
Lumber Ridge Home Source, Shipping	\$ 33.94
MercyOne Waterloo Medical Center, Services	\$ 110.00
Meyer's Custom Chevy, Supplies	\$ 1,360.00
Microbac Laboratories, Inc., Testing	\$ 750.00
Modern Building Products, Supplies	\$ 307.69
NE Security Bank, Payroll Processing Fee 8/1/24	\$ 10.00
NE Security Bank, Payroll Processing Fee 8/15/24	\$ 9.27
NE Security Bank, Non-Sufficient Check Charge	\$ 4.00
NE Security Bank, Utility ACH Service Charge	\$ 10.00
NSB/HSA - H S A Contributions	\$ 625.00
NSB/HSA- H S A Payroll Deductions	\$ 200.00
Oelwein Publishing, Publishings	\$ 309.75
Pratt's Pest Control, Monthly Pest Control	\$ 95.00
Quick Med Claims, Ambulance Billing	\$ 418.73
Randy's Lawn Care & Snow, Services	\$ 2,575.00
Shield Technology Corp., Software	\$ 450.00
Storey Kenworthy/Matt Parrott, Supplies	\$ 478.50
Storm Lake Fire Dept., Training	\$ 130.00
Sun Life Assurance Comp, Life Policies	\$ 74.55
T & R Service Company, Equipment	\$ 6,883.04
Team Laboratory Chemical Corp., Supplies	\$ 1,544.00
Teleflex LLC, Ambulance Supplies	\$ 937.50
Thomas Electric Motor Service, Services	\$ 86.40
Treasurer-State of Iowa, August 2024 Sales Tax	\$ 2,605.98
Treasurer State of Iowa, August 2024 Water Excise Tax	\$ 1,259.26
U. S. Treasury, 941 Taxes	\$ 9,843.75
Utility Equipment Co., Supplies	\$ 165.38
Verizon Wireless, Cell Phones	\$ 178.05
Visa, Training/Microsoft Email Accounts/Hotel/Avaya Phone System	\$ 2,081.68
Waterloo Tent & Tarp Co., Supplies	\$ 42.00
WBC Mechanical, Equipment & Services	\$ 1,715.17
Wellmark, September Premium	\$ 3,979.56
Roxanne Wenner, Services	\$ 150.00
Windstream Enterprise, Gas Alarm Phone Line	\$ 68.00
The Library Board Approved the Following Bills on September 4, 2024:	
Amazon Capital Services, Supplies	\$ 130.47
Angela Berg, Mileage	\$ 14.41
Baker & Taylor Inc., Books	\$ 646.97
Davis Lawn Service, Services	\$ 61.00
City of Fairbank, Electric & Gas	\$ 171.94
Gordon Flesch Company Inc., Copier/Printer Fees	\$ 46.44
Overdrive, Inc., EBooks	\$ 500.00
Pratt's Pest Control, Monthly Pest Control	\$ 45.00
NE Security Bank, Payroll Processing Fee 8/15/24	\$ 0.73
US Cellular, Hotspots	\$ 117.96
Visa, Microsoft Email Accounts/Avaya Phone System	\$ 53.37
Roxanne Wenner, Services	\$ 200.00

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Jason Kayser, Mayor

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Brittany Fuller, City Clerk