

REGULAR MEETING

The Fairbank City Council met in regular session on Monday October 13, 2025. 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: Heather Prendergast, City Attorney; Nick Kuker, Public Works Director; Michelle Laube, Deputy Clerk and Brittany Fuller, City Clerk.

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

There were no public hearings.

Motion by Gruetzmacher, second by Williams to approve the following consent agenda items as presented: September 22nd Regular City Council Minutes, Treasurer's Report for September 2025, Approval of City Clerk and Deputy Clerk's Attendance at IMFOA Fall Conference October 15th – 17th, and the payment of bills. The bill listing will be placed at the end of the minutes. Roll call vote- Ayes: Gruetzmacher, Williams, R. Woods, Erickson, and T. Woods. Nays: None.

The Treasurers Report for the Month of September 2025: Revenues - General, \$36,397.33; Special Revenue, \$36,835.72; TIF, \$5,722.87; Capital Projects, \$984,993.67; Permanent Funds, \$18.70; Proprietary, \$194,881.81; and Transfers In, \$4,573,473.34. Disbursements - General, \$37,307.13; Special Revenue, \$153,479.72; Proprietary, \$176,061.63; Capital Projects, \$2,264,687.65; and Transfers Out, \$4,573,473.34. Balance on hand at close of business on September 30, 2025 was \$4,375,585.62.

During the informal public comment section, Jeannette Jones and Kathy Risse were present on behalf of the Fairbank Community Club. They are wanting to start a new event of a Holiday Lighted Parade on December 10th with Santa at the end and the parade would stop at the Fairbank Assisted Living for them to enjoy as well. The council liked the idea and if needed will discuss and approve it at a future meeting. Mike Pint was also present to discuss a concern/complaint that he had regarding a tree that is located across from his property that is a big walnut tree and is very messy. Mayor Kayser said that he would look at it along with Nick Kuker. No one was present at that moment, regarding the city project picked by the Jesup Caps Program.

Mayor Kayser felt that it was important to get everyone's job descriptions updated and approved by the council. The first drafts for all full-time positions and the police department were reviewed. Motion by Williams, second by T. Woods to table until more information can be reviewed. Motion carried.

The DNR visited with Nick regarding the yard waste area that past week. So far, she liked what she seen but the city will have to figure out what to do with the pile of tree limbs and tree debris that is there right now. Motion by Williams, second by T. Woods to table and in the meantime review options like hauling away or wood chipping. Motion carried.

Plans for the sidewalk area in front of the 1897 Café building were discussed. The city engineer, Jon Beiederman with Fehr Graham, told Mayor Kayser that the sidewalk today is fully compliant with all sidewalk requirements and regulations. The council felt that even though that was stated, they needed to do something about the area. Motion by Williams, second by T. Woods to remove a portion of the sidewalk and repair it by adding a slope down to the road with railings. The railing could be removable for snow removal etc. Roll call vote- Ayes: Williams, T. Woods, Erickson, Gruetzmacher, and R. Woods. Nays: None.

Motion by Gruetzmacher, second by Williams to approve the sidewalk removal application submitted by Nick on behalf of the city for a portion of city owned sidewalk along the East side of South Second Street that is in an alley and currently has no other sidewalk connecting around it. Motion carried.

Maggie Burger with Speer Financial, Inc. submitted the 2025 TIF report and city debt reports to the council. She could not attend in person. Motion by Gruetzmacher, second by Erickson to accept the report. Motion carried.

During the department reports, Nick stated that six of the new units in Oelwein were using gas so the painters could work meaning they are fully up and running and buying gas from the city. The Public Works employees were able to install at Riverside Park the new bench donation from the family of Jeanne Hermesen. Also, Hayden Hilsenbeck completed his eagle scouts project and installed the bench along Main

Street East by the Fairbank Post Office. The Christian's Trail project is almost done, and they pulled the well at the ball diamond that day and that project would be finished up the next day. Nick also explained to the council that the monthly water test for the month of August did not get taken in and due to that letters will need to be sent to everyone in town. The letters will explain that during those days of the missed tests, the water quality cannot be tracked but he did inform the council that all tests before and after were consistent with all other tests that pass requirements. After the power outage that past week, he had thought of some ways to get a portion of the town up and running faster than he was able to. He said he would try and get some quotes for the council to review at the next meeting. Allison Brown from the Jesup Caps Program arrived at 6:57 PM. She explained to the council that she is interested in pursuing data science/engineering after graduation and that she was interested in creating a digital record keeping system for the city cemetery. She stated that she would be using the same GIS system that the city currently uses and she had been set up with a login and password with only cemetery map access to make updates and changes. She also stated that she could make a map layer that would be for veterans so that they could easily be pointed out. The council thought it was a great idea and thanked her for coming.

During the council/mayor comments, Mayor Kayser informed the council that the city was chosen for a right-of-way audit regarding the sidewalk project along Fourth Street North. There were a few suggestions for this project and some to take away for any future projects. Attorney Prendergast stated that the Buchanan County Board of Supervisors approved the 28E agreement regarding the EMS Tax Levy that will be on the ballot for Buchanan County residents in November. There were some updates to the previous 28E agreement the council approved so there will be a resolution at the next meeting to revoke that one and then approve the final copy. She also stated that there should be information ready at the next meeting to set the public hearings needed regarding vacating a portion of Catherine Street and the sale of the lot on Patterson Street.

Motion by Williams, second by T. Woods to adjourn the meeting at 7:09 PM. Motion carried.

Bills for the Month of October 2025

Access Systems, Copier/Printer Maintenance	\$ 174.36
Amazon Capital Services, Supplies	\$ 75.02
APGA, Annual Dues	\$ 445.00
Olivia Becker, Services	\$ 60.00
Benton's Ready Mixed Concrete	\$ 976.50
BMC Aggregates L.C., Supplies	\$ 39.90
Bodensteiner Implement Co., Services	\$ 41.99
Bound Tree Medical, LLC., Ambulance Supplies	\$ 131.99
Lonnie Brewer, Cell Phone Reimbursement	\$ 75.00
Butler County REC, Electric	\$ 61,977.45
Butler County REC, Services	\$ 2,281.38
Casey's General Store, Gas	\$ 746.69
Cit Sewer Solutions, Services	\$ 3,133.35
Clayton Energy Corporation, Natural Gas	\$ 2,175.35
Clayton Energy Corporation, Reservation	\$ 6,443.62
Danko Emergency Equipment, Equipment	\$ 1,357.89
Davis Lawn Service, Services	\$ 1,063.00
Delta Dental of Iowa, October Premium	\$ 21.96
Dorsey & Whitney LLP, UR Amendment	\$ 5,218.50
Earthworx Civil Solutions, LLC, Street Project Services	\$ 19,650.00
Echo Group, Inc., Supplies	\$ 81.74
Edmunds Govtech, Inc., Subscription	\$ 4,750.00
Electrical Engineering & Equip, Supplies	\$ 150.07
Fairbank Postmaster, Utility Bill Postage	\$ 213.50
City of Fairbank, Utility Deposits Applied	\$ 600.00
City of Fairbank, Electric & Gas	\$ 5,787.76
City of Fairbank, Replenish Postage Fund	\$ 23.65

Farm Win Co-Op, Gas	\$ 339.90
Brittany Fuller, Cell Phone Reimbursement/Mileage	\$ 291.23
Gordon Flesch Company Inc, Copier/Printer Maintenance	\$ 114.14
Tyce Hagenow, Utility Deposit Refund	\$ 68.92
Nancy & Jim Holley, Utility Deposit Refund	\$ 200.00
Ashlyn Hyde, Lifeguard Reimbursement	\$ 90.00
IAMU, Services	\$ 2,269.90
IMFOA, Certification	\$ 150.00
Iowa One Call, Locates	\$ 108.30
Iowa Regional Utilities Assoc., Rural Water	\$ 8,634.87
Iowa Treasurer of State, IA Treasure Hunt 2025	\$ 440.90
Iowa Water Environment Assoc., Annual Conference	\$ 120.00
Ipers, Benefits	\$ 5,546.08
Itron, Inc, Maintenance	\$ 283.15
John Deere Financial, Supplies	\$ 48.23
Kiesler's Police Supply, Ammo	\$ 420.42
Kluesner Construction, Inc., Street Project Services	\$ 33,670.00
Kluesner Sanitation, LLC., October Pick-Up Fees	\$ 8,627.00
Nick Kuker, Cell Phone Reimbursement	\$ 75.00
Kwik Trip Inc., Gas	\$ 17.45
Michelle Laube, Cell Phone Reimbursement	\$ 75.00
Little Wapsie Communications, Static IP Addresses/SW Phone	\$ 64.06
Macqueen Equipment LLC, Subscription	\$ 1,900.80
Microbac Laboratories, Inc., Testing	\$ 904.00
Miller Hardware, Services	\$ 550.00
Modern Building Products, Supplies	\$ 324.60
Mutual Wheel Co., Supplies	\$ 11.40
NE Security Bank, Payroll Processing Fee 9/2/25	\$ 10.00
NE Security Bank, Payroll Processing Fee 9/15/25	\$ 9.26
NE Security Bank, Utility ACH Service Charge	\$ 10.00
NE Security Bank, Void Check Charges/Treasure Hunt	\$ 50.00
NSB/HSA - H S A Contributions	\$ 520.00
NSB/HSA- H S A Payroll Deductions	\$ 200.00
Oelwein Publishing, Publishings	\$ 355.79
Outer Road Development, LLC, Reimbursement	\$ 1,837.50
Treasurer-State of Iowa, State Withholding Tax	\$ 2,527.37
Pratt's Pest Control, Monthly Pest Control	\$ 190.00
Premier Technology, Clientcare Managed Services	\$ 187.90
Quick Med Claims, Ambulance Billing	\$ 137.52
Randy's Lawn Care & Snow, Services	\$ 2,500.00
River City Paving, Street Project Services	\$ 96,105.87
Roberts, Stevens, Prendergast, Attorney Fees	\$ 600.00
Roto Rooter Sewer-Drain Service, Services	\$ 2,090.00
Rydell of Independence, Services/Repairs	\$ 1,304.54
Ken Schnor, Cell Phone Reimbursement	\$ 75.00
Scott Pharmacy, Ambulance Supplies	\$ 2.50
Section 6 Inc., 657A Property Removal Services	\$ 5,828.25
Speer Financial, Inc., Bond Issuance Services	\$ 7,465.00
Storey Kenworthy/Matt Parrott, Supplies	\$ 73.36
Stuart. C. Irby Co., Testing/Supplies	\$ 255.53
Subsurface Solutions, Subscription	\$ 492.00
Sun Life Assurance Comp, Life Policies	\$ 88.05
Treasurer-State of Iowa, September 2025 Sales Tax	\$ 2,151.36

Treasurer State of Iowa, September 2025 Water Excise Tax	\$ 1,341.62
Turf & Landscape, Inc., Services	\$ 1,365.00
U. S. Treasury, 941 Taxes	\$ 7,842.93
U.S. Bank, August 2025 PEFA Commodity	\$ 2,643.06
USA Bluebook, Supplies	\$ 666.87
Verizon Wireless, Cell Phones	\$ 170.22
Visa, Supplies/Training/AVAYA Phone System/Microsoft Emails/Postage	\$ 1,919.71
Websites To Impress, Inc., Hosting/Back-up	\$ 400.00
Wellmark, October Premium	\$ 3,025.28
Wesco Receivables Corp., Equipment	\$ 1,706.70
Wilnat, Inc., Equipment	\$ 3,328.76
Windstream Enterprise, Gas Alarm Phone Line	\$ 68.38
The Fairbank Library Board Approved the Following Bills on October 1, 2025:	
Amazon Capital Services, Books & Supplies	\$ 166.96
Baker & Taylor Inc., Books	\$ 147.73
Brock Berg, Services	\$ 160.00
City of Fairbank, Electric & Gas	\$ 159.73
Eric Gapsture, Presentation	\$ 100.00
IAMU, Safety Training	\$ 102.50
NE Security Bank, Payroll Processing Fee 9/15/25	\$ 0.74
Overdrive, Inc., EBooks	\$ 500.00
Pratt's Pest Control, Monthly Pest Control	\$ 45.00
Sam's Club Mc/Synco, Supplies	\$ 10.78
US Cellular, Hotspots	\$ 44.67
Visa, AVAYA Phone System/Microsoft Email Accounts/Guest Speaker	\$ 102.71

Jason Kayser, Mayor

Brittany Fuller, City Clerk