

REGULAR MEETING

The Fairbank City Council met in regular session on Monday October 23, 2023. Mayor Bill Cowell called the meeting to order at 6:00 PM with the Pledge of Allegiance. Members present: Williams, Erickson, and T. Woods. Absent: R. Woods and Coffin. Also, present at City Hall: Heather Prendergast, City Attorney; Dakota Drish, Police Chief; Brian Delagardelle, Water/Wastewater Operator; Nick Kuker, Public Works; Michelle Laube, Deputy Clerk; and Brittany Fuller, City Clerk.

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

There were no comments during the public comment section.

Motion by Erickson, second by T. Woods to approve the minutes of the October 9th Regular Meeting. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Motion by Williams, second by Erickson to approve the Annual Financial Report and to submit the report to the state. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Motion by T. Woods, second by Williams to approve the 2023 TIF Annual Urban Renewal report and direct the city clerk to submit it to the state. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

The council made the decision last year to establish an Urban Renewal Area to help with the costs for the construction of Main Street, off street parking, sanitary sewer, water, signage, and lighting improvements on and along Main Street and 4th Street in the Urban Renewal Area. The plan is to approve an internal advance of \$100,000 from the City's Local Option Sales and Services Tax Revenue Fund in order to fund a portion of the project for the next few years. The advance will be repaid to the fund, without interest, with TIF revenues received. Motion by Williams, second by T. Woods to approve **Resolution 2023-18 – Authorizing Internal Advance for Funding of Urban Renewal Project**. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Motion by Erickson, second by Williams to approve the TIF Certification for FY 2025 and direct the city clerk to submit the information to both counties. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

On September 11th, the council passed Ordinance 357 which added Chapter 123 to the Code of Ordinances of the City of Fairbank, Iowa regarding Mobile Food Vendors. It stated that the fee for mobile food vendors would be set by resolution. Motion by Williams, second by Erickson to approve **Resolution 2023-19 – Resolution Setting the Mobile Food Vendor Fees and Reimbursements for License and Permits**. The fee was set at \$25.00 annually. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

An agreement between the city and the Iowa Department of Transportation was presented to the city that would allow the city to receive the federal grant funds awarded for the sidewalk project along Fourth Street. Motion by Erickson, second by T. Woods to approve **Resolution 2023-20 – Resolution Authorizing Federal-Aid Agreement with the Iowa Department of Transportation for Iowa's Transportation Alternatives Program (Iowa's TAP) Project**. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

After the last council meeting, some research was done as to how much bond coverage the city had for their employees that are authorized to place investments. Currently the city has a plan that offers \$50,000.00 bond coverage for all employees and also an additional amount of \$10,000.00 for employee dishonesty which costs \$700.00 annually. City Clerk Fuller sent an application to Travelers to get a quote for annual coverage of \$100,000.00 which is the amount that the investment policy states the city requires. The quote came back with that amount of coverage for \$483.00 per year with a \$1,000.00 deductible. The current policy is paid up until April of 2024. Motion by Erickson, second by Williams to stay with the current policy until it is up for renewal and then apply for the option through Travelers Insurance that offers more coverage for a lower annual price. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

No further review of the investment policy was needed. Motion by T. Woods, second by Erickson to approve keeping the previously approved investment policy. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Due to the ongoing Main Street project and the possibility of discounts after the first of the year the council felt that waiting to decide on what to get for Christmas lights was in the best interest of the city. Motion by Erickson, second by T. Woods to table new Christmas lights for Main Street until a later date. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Mayor Cowell stated that earlier in the year there were discussions about hiring a seasonal employee to possibly fill the pool manager position along with helping with little league and park activities. He suggested moving forward with those conversations during budget time. The position could also include helping to promote town events. Motion by Williams, second by Erickson to table the conversations needed to hire a seasonal employee until January. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Police Chief Drish informed the council that the department had written 17 citations since they had last heard from him. Brian stated that the bathrooms would be closed soon given the upcoming weather and that the construction crew for Main Street hoped to pour a lot of sidewalks that week. There was some more work needed at the corner of Fourth Street and Grove regarding the new water main connecting with the old water main and the west side of the bridge storm sewer and sidewalk installing is moving along but has been difficult recently due to the rain and all of the wet dirt. Nick stated that he replaced the school parking lot light with an LED light since the other one was not fixable.

Motion by Williams, second by T. Woods to adjourn at 6:33 PM. Roll call vote- Ayes: T. Woods, Erickson, and Williams. Nays: None.

Bill Cowell, Mayor

Brittany Fuller, City Clerk