

## REGULAR MEETING

The Fairbank City Council met in regular session on Monday, November 28<sup>th</sup>, 2022. Mayor Cowell called the meeting to order at 6:00 PM with the Pledge of Allegiance. Members present: Williams, Erickson, T. Woods, and Coffin. Absent: R. Woods. Also, present at City Hall: Heather Prendergast, Attorney; Brian Delagardelle, Water/Wastewater Operator; Michelle Laube, Deputy Clerk; and Brittany Fuller, City Clerk.

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

Ron Miller was present to give the council information about Gee Asphalt Systems, Inc. The City of Raymond uses the company that is located in Cedar Rapids for their road needs such as resurfacing and paving. Ron thinks it is a better option compared to the tar and gravel seal coat option the city has been using in the past years. He would like the Council to consider it during budget time and to check out the streets that were done in Raymond.

Motion by Erickson, second by Williams to approve the minutes of the November 14<sup>th</sup> Regular Meeting. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by T. Woods, second by Erickson to open the public hearing on the proposed amendment to the Fairbank Urban Renewal area. A letter was received from the Fairbank Planning and Zoning Commission that stated that they find that the proposed Urban Renewal Plan Amendment is consistent with the Fairbank, Iowa Comprehensive Land Use Plan. Chris Hoover, the Wapsie Valley Superintendent, was present during a consultation held on November 14<sup>th</sup> at 1 PM for the Wapsie Valley School District and Buchanan County. Mr. Hoover had some questions about the project and traveling to school in the spring and fall of 2023. He had no other comments. Motion by T. Woods, second by Erickson to close the public hearing. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by Williams, second by T. Woods to approve **Resolution 2022-32 to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve the Urban Renewal Plan Amendment for the Fairbank Urban Renewal Area**. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Now that an Urban Renewal Area was established, the City authorized and proposed to undertake an urban renewal project in the Urban Renewal Area consisting of the construction of Main Street, off street parking, sanitary sewer, water, signage, and lighting improvements on and along Main Street and 4<sup>th</sup> Street in the Urban Renewal Area. 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. The advance will be repaid to the fund, without interest, with TIF revenues received. Motion by T. Woods, second by Coffin to approve **Resolution 2022-23 – Authorizing Internal Advance for Funding of Urban Renewal Project**. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by Erickson, second by Coffin to open the public hearing on the adoption of the proposed "Code of Ordinances of the City of Fairbank, Iowa". Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None. Attorney Prendergast thanked the council for all their hard work doing this codification as it is not an easy task. The new code will be viewable via an online search system and is available for viewing on the City's website. There is also a copy located at City Hall. Motion by Williams, second by Coffin to close the public hearing. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by Coffin, second by Erickson to approve the first reading of an ordinance adopting the "Code of Ordinances of the City of Fairbank, Iowa". Roll call vote – Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by Erickson, second by T. Woods to approve the 2022 TIF Annual Urban Renewal report and direct the city clerk to submit it to the state. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by Coffin, second by Erickson to approve the TIF Certification for FY 2024 and direct the city clerk to submit the information to both counties. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

A second amendment to the natural gas service agreement with Clayton Energy and the City of Fairbank was submitted by Clayton Energy. Clayton Energy submitted an amendment that changed the compensation from \$825.00 per month to \$1,250.00 per month. The original agreement started with the \$825.00 and over the years they had never raised it. On each anniversary of the agreement the compensation shall be increased by 2%. It was commented that they have done very good things for the city. Motion by Erickson, second by T. Woods to approve

**Resolution 2022-34 – Resolution Approving Second Amendment to Contract with Clayton Energy.** Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Motion by Williams, second by Erickson to approve one of our part-time officers to attend the Iowa Sex Crimes Investigators Association Conference on January 23<sup>rd</sup> through the 25<sup>th</sup>. Hotel stay is \$94.00 per night. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

A new printer for City Hall is being considered. Shane Kelly with Access Systems and Troy Belmar and Alex Headington with Gordon Flesch were present to give the council information about their companies and provide information regarding the printer quotes they submitted. The current printer would go to the sewer plant for use there. Both the models that are being considered are comparable to what they currently have but with the upgraded technology capabilities and speed. Access Systems quoted a Ricoh IM C3000 printer for a purchase price of \$5,417.00 or a lease option of \$128.00 per month plus a service contract fee of \$31.00 per month for a total of \$159.00 per month to lease. Gordon Flesch quoted a Canon iR ADV DX C3830i printer for a purchase price of \$5,413.82 or a lease option of \$151.90 per month which includes lease and service agreement. The council wanted to look through the quotes some more and more discussions will be done at the next meeting.

Discussions on losing any unused vacation took place. The council addressed how everyone is handled at their current places of employment. Allowing at least 5 days to carry over would be an option. The council wanted to think about the different options with this topic and discuss at the next meeting.

Nobody had anything new on the pool board vacancies.

Motion by Williams, second by T. Woods to approve only having one meeting in December if nothing comes up where a meeting is needed. The only meeting in December will be scheduled for December 12<sup>th</sup> at 6 PM. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

Police Chief Drish stated that Office Towne is still working on their tough book but that the department is getting along great with the loaner. Brian Delagardelle stated that they had been dealing with a water issue that started with a small amount of water being noticeable on a street and then the area finally boiled out. They investigated it and found that a service line to a resident's house was leaking. The plastic service line was split. They had planned on fixing it that next morning and will bill the resident after completion. Lisa Kremer, the executive director for the Buchanan County Economic Development Commission, wanted to remind everyone to look at a previously sent email to the council about an opportunity with a Catalyst Grant and planned to come to the meeting on December 12<sup>th</sup> to discuss further.

Motion by Coffin, second by T. Woods to adjourn at 6:49 PM. Roll call vote- Ayes: Coffin, T. Woods, Erickson, and Williams. Nays: None.

---

Bill Cowell, Mayor

---

Brittany Fuller, City Clerk