

## REGULAR MEETING

The Fairbank City Council met in a budget workshop at 4:30 PM and then regular session following at 5:00 PM on Monday February 14, 2022. Members present: R. Woods, Williams, Erickson, and Coffin. Absent: T. Woods. Also, present at City Hall: Brian Delagardelle, Wastewater Operator; Ben Delagardelle, Public Works; Mike Everding, Part-Time Police Chief; Brittany Fuller, City Clerk; and Michelle Laube, Deputy Clerk.

The budget for FY2023 was discussed during the budget workshop. The Council discussed the forecasted max levy rate.

Mayor Harter called the meeting to order at 5:00 PM with the Pledge of Allegiance.

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

There were no public comments during the public comment section.

Motion by Williams, second by Coffin to approve the minutes of the January 24<sup>th</sup> Regular Meeting after correcting a typo made before listing the employee wages for the calendar year 2021. It was published as Employee Wates and should have said Employee Wages. Roll call vote- Ayes: Erickson, R. Woods, Coffin, and Williams. Nays: None.

Motion by Williams, second by Erickson to approve the Treasurer's Report. Roll call vote- Ayes: R. Woods, Coffin, Erickson, and Williams. Nays: None. Receipts for the month of January were: General, \$17,042.69; Special Revenue, \$28,115.34; TIF, \$421.60; Capital Projects, \$5.56, Permanent Funds, \$6.67; Proprietary, \$181,037.18; and Transfers In, \$24,555.00. Disbursements for the month of January were: General, \$20,532.84; Special Revenue, \$4,180.70; Proprietary, \$144,531.23; Capital, \$7,550.50; and Transfers Out, \$24,555.00. Balance on hand at close of business on January 31, 2022, was \$5,099,383.03.

Motion by Williams, second by R. Woods to approve **Resolution 2022-02 – Resolution Setting the Date for the Public Hearing on Maximum Property Tax**. Roll call vote- Ayes: Erickson, Coffin, R. Woods, and Williams. Nays: None. The Proposed Property Tax Levy was published at \$10.33001 and the public hearing was set for Monday February 28, 2022 at City Hall at 6:00 PM.

Motion by Erickson, second by Coffin to approve the Liquor License Renewal for Boyd's. Roll call vote- Ayes: Williams, R. Woods, Coffin, and Erickson. Nays: None.

During the first Main Street project discussion meeting that past week, the tree along the sidewalk between Costas and the bridge was brought up about needing to be removed. Motion by Williams, second by Erickson to approve the initiation of getting tree removal quotes. Roll call vote- Ayes: R. Woods, Coffin, Erickson, and Williams. Nays: None.

A resignation letter was received from Jordan Cowell with the Public Works Department. His last day of work being February 21, 2022. Motion by R. Woods, second by Coffin to accept the resignation from Jordan Cowell for his Public Works Position with the City. Roll call vote- Ayes: Williams, Erickson, Coffin, and R. Woods. Nays: None.

The police department had been in the process of looking for another part-time officer and interviewed a couple of candidates. Police Chief Everding said that Brandon French would be an asset to the City of Fairbank's police department. Motion by Williams, second by Coffin to approve **Resolution -2022-03 Resolution Hiring Part-Time Police Officer**. Roll call vote- Ayes: Erickson, R. Woods, Coffin, and Williams. Nays: None.

The mayor conducted a six-month review with Ben Delagardelle in the public works department. Since his employment with the city, he has had to step up to more training and certifications than originally thought. He has many more responsibilities. He plans on completing all gas training within the next year and a half. Motion by Williams, second by Erickson to approve **Resolution 2022-04 – Setting Wage after 6 Month Review for Public Works Employee**. Roll call vote- Ayes: Williams, Coffin, Erickson, and Williams. Nays: None. Starting March 1, 2022, the hourly wage will increase by \$2.60 comprised of a \$1.00 increase for obtaining the pool operator license and a \$1.60 increase for the gas qualifications with the expectations of the council for him to achieve the remaining gas qualifications within a year and a half.

There are federal funds available through a Transportation Alternatives Program (TAP) to help with pedestrian safe routes to school infrastructures. The city of Fairbank had been working with Juliann Woods to submit for this grant for a sidewalk to help get kids to school safely. The project is called "Walk Safe in Fairbank" and this portion of sidewalk would be located along Fourth Street North between Rhonda Rd and Cedar Dr. The grant requires a twenty percent match from the city and a resolution of approval passed by the council to apply

and possibly receive funding. Motion by Williams, second by Coffin to approve **Resolution 2022-05 – A Resolution of the City of Fairbank Approving an Application to the Iowa Northland Regional Transportation Authority for Transportation Alternatives Program (TAP) Funding for the Walk Safe in Fairbank Project and Directing Execution of said Application by the Council.** Roll call vote- Ayes: Erickson, R. Woods, Coffin, and Williams. Nays: None. The application is due by March 2, 2022, and if awarded must be bid out within two years of October 1 of the original program year.

Appointing new TIF Committee members was tabled due to still waiting on interests and information from the current members.

Discussion on employee health insurance was held. The council would like to look into more options still and are maybe thinking of approaching it with an employee flat rate and then benefits would be taken from that rate. They are going to run some more examples and it will be on the agenda at the next meeting.

There were no personnel manual updates to report.

The council received the last few ordinances that need to be reviewed before the next meeting. That will be discussed at the meeting on February 28<sup>th</sup>.

Motion by Erickson, second by Williams to set the next budget workshop for Monday February 28, 2022, at 5:00 PM. Roll call vote- Ayes: Coffin, R. Woods, Williams, and Erickson. Nays: None.

Motion by R. Woods, second by Erickson to approve the bills as presented. Roll call vote- Ayes: Williams, Coffin, Erickson, and R. Woods. Nays: None.

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| ACCESS SYSTEMS, Copier Maintenance                            | \$ 174.37    |
| SYNCB/AMAZON, Supplies/Furniture                              | \$ 387.72    |
| ARNOLD MOTOR SUPPLY, Supplies                                 | \$ 21.52     |
| AUDITOR OF THE STATE, ROB SAND, FY21 Examination Fee          | \$ 175.00    |
| AXON ENTERPRISE, INC., Supplies                               | \$ 181.05    |
| BIRDNOW MOTOR TRADE, Services                                 | \$ 50.22     |
| BLACK HAWK WASTE DISPOSAL, Services                           | \$ 5,814.90  |
| BLUE OTTER SOLUTIONS, LLC, Survey                             | \$ 435.60    |
| BROWN SUPPLY CO., INC., Supplies                              | \$ 132.00    |
| BUCHANAN CO LANDFILL COMMISSION, Landfill Assessment          | \$ 2,222.00  |
| BUCHANAN CO TOURISM BUREAU, 2022 Dues                         | \$ 75.00     |
| BUTLER COUNTY REC, Electric                                   | \$ 62,990.32 |
| BUTLER COUNTY REC, Services                                   | \$ 420.00    |
| CASEY'S GENERAL STORE, Gas                                    | \$ 616.86    |
| CLAYTON ENERGY CORPORATION, Natural Gas                       | \$ 12,489.85 |
| CLAYTON ENERGY CORPORATION, Services                          | \$ 9,275.07  |
| JORDAN COWELL, Cell Phone Reimbursement                       | \$ 75.00     |
| BEN DELAGARDELLE, Cell Phone/Mileage Reimbursement            | \$ 244.45    |
| BRIAN DELAGARDELLE, Cell Phone/Supplies Reimbursement         | \$ 152.88    |
| DELTA INDUSTRIES, INC., Supplies                              | \$ 600.99    |
| DON'S TRUCK SALES, Services                                   | \$ 450.16    |
| DONLON BROTHERS CONSTRUCTION, Payment #2 2021 WT Improvements | \$ 27,586.81 |
| FAIRBANK POSTMASTER, Postage February 2022                    | \$ 148.00    |
| CITY OF FAIRBANK, Electric and Gas                            | \$ 5,072.09  |
| FAYETTE CO EMERGENCY MANAGEMENT, 2nd Half Dues                | \$ 485.44    |
| FEHR GRAHAM, Engineering Fees                                 | \$ 8,255.75  |
| FIRE SERVICE TRAINING BUREAU, Training                        | \$ 150.00    |
| HAWKEYE FIRE & SAFETY COMPANY, Services                       | \$ 180.00    |
| IAMU, Member Dues   | \$ 6,064.32  |
| IOWA INSURANCE DIVISION, Filing Fee Annual Report 2021        | \$ 16.00     |
| IOWA ONE CALL, Locates  | \$ 10.10     |
| IOWA PRISON INDUSTRIES, Signs                                 | \$ 62.90     |
| IOWA PUMP WORKS, Services                                     | \$ 2,376.87  |
| IOWA REGIONAL UTILITIES ASSOC., Water                         | \$ 6,938.48  |
| IPERS, Benefits   | \$ 4,522.56  |

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| JOHN DEERE FINANCIAL, Supplies                                      | \$ 15.99     |
| JOHN FRIEDRICH, January 2022 Stop Sign Payment                      | \$ 100.00    |
| KEITH OLTROGGE, CPA, FY 21 Annual Examination                       | \$ 2,800.00  |
| KEYSTONE LABORATORIES, INC., Testing                                | \$ 747.40    |
| KLOCKE'S EMERGENCY VEHICLES, Equipment                              | \$ 2,000.06  |
| LEA ANN EVERLY, Utility Deposit Refund                              | \$ 200.00    |
| LITTLE WAPSIE COMMUNICATIONS, Hook Up Fee                           | \$ 35.00     |
| MEDIACOM, Internet  | \$ 400.13    |
| MERCYONE WATERLOO MEDICAL CENTER, Drug Testing                      | \$ 48.00     |
| MICHAEL EICHHORN, Utility Deposit Refund                            | \$ 200.00    |
| MIDWEST FIRE EQUIP & REPAIR, Supplies                               | \$ 120.14    |
| MITCHELL FRANCK, Utility Deposit Refund                             | \$ 200.00    |
| MODERN BUILDING PRODUCTS, Supplies                                  | \$ 478.44    |
| NSB/H S A - H S A Contributions                                     | \$ 150.00    |
| NSB/H S A - Payroll Deductions                                      | \$ 290.00    |
| OELWEIN PUBLISHING, Publishings                                     | \$ 175.00    |
| CITY OF FAIRBANK, Replenish Postage and Petty Cash                  | \$ 66.79     |
| POWER SERVICES CO. LLC, Services                                    | \$ 295.00    |
| PRATT'S PEST CONTROL, Pest Control                                  | \$ 120.00    |
| PRATT'S PEST CONTROL, Pest Control                                  | \$ 50.00     |
| PREMIER TECHNOLOGY, Services  | \$ 345.75    |
| QUAD CITY SAFETY, INC., Equipment                                   | \$ 987.76    |
| QUICK MED CLAIMS, Billing Services                                  | \$ 506.46    |
| RACHEL HESSE, Utility Deposit Reimbursement                         | \$ 200.00    |
| RACOM CORPORATION, Supplies   | \$ 168.75    |
| ROBERTS, STEVENS,PRENDERGAST, Attorney Fees                         | \$ 200.00    |
| SANDRY FIRE SUPPLY, Supplies  | \$ 90.00     |
| NE SECURITY BANK, Payroll Processing Fee 1/3/22                     | \$ 10.00     |
| NE SECURITY BANK, Payroll Processing Fee 1/14/22                    | \$ 8.74      |
| NE SECURITY BANK, Utility ACH Service Charge                        | \$ 10.00     |
| STOREY KENWORTHY/MATT PARROTT, Supplies                             | \$ 151.06    |
| STUART. C. IRBY CO., Supplies                                       | \$ 740.40    |
| SUPERIOR WELDING SUPPLY CO., Oxygen                                 | \$ 81.42     |
| TIM & JESSICA DOWNS, Utility Deposit Reimbursement                  | \$ 200.00    |
| TITAN MACHINERY, Equipment  | \$ 9,674.00  |
| TREASURER-STATE OF IOWA, January Sales Tax                          | \$ 2,901.00  |
| TREASURER STATE OF IOWA, January WT Excise Tax                      | \$ 1,091.84  |
| U. S. TREASURY, 941 Taxes   | \$ 7,339.67  |
| U. S. Bank, Pefa Gas  | \$ 11,109.92 |
| UTILITY EQUIPMENT CO., Supplies                                     | \$ 55.74     |
| VERIZON WIRELESS, Cell Phones                                       | \$ 157.61    |
| VISA, Phone System/Adobe/Training/Supplies                          | \$ 1,145.87  |
| WELLMARK, February Premium  | \$ 1,710.78  |
| WINDSTREAM ENTERPRISE, Gas Alarm Phone Line                         | \$ 66.79     |
| The Library Board approved the following bills on February 7, 2022: |              |
| SYNCB/AMAZON, Supplies  | \$ 92.33     |
| BAKER & TAYLOR INC., Books  | \$ 179.88    |
| CENTER POINT LARGE PRINT, Books                                     | \$ 133.00    |
| CITY OF FAIRBANK, Electric and Gas                                  | \$ 173.72    |
| IREAD, Programming Supplies   | \$ 141.90    |
| JASON KOLLUM, Programming   | \$ 395.00    |
| NE SECURITY BANK, Payroll Processing Fee 1/14/22                    | \$ 1.26      |
| OVERDRIVE, INC., EBooks   | \$ 500.00    |

During the department reports, Chief Everding stated the new part-time officer would be available for swearing in after the meeting. Brian Delagardelle stated that they had been dealing with a situation at a resident's home in town where the water meter froze, so the water was turned off at the curb stop. The curb stop needed repaired before the water could get turned back on. They were hoping the resident would be able to thaw the basement where the frozen meter was located and repair the curb stop so the water could be turned back on.

Motion by Williams, second by Coffin to adjourn at 5:54 PM. Roll call vote- Ayes: R. Woods, Erickson, Coffing, and Williams. Nays: None.

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Mike Harter, Mayor

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Brittany Fuller, City Clerk