

## REGULAR MEETING

The Fairbank City Council met in a budget workshop at 5:00 PM and then regular session following at 6:00 PM on Monday February 28, 2022. Members present: R. Woods, Williams, Erickson, T. Woods, and Coffin. Absent: None. Also, present at City Hall: Brian Delagardelle, Wastewater Operator; Ben Delagardelle, Public Works; Mike Everding, Part-Time Police Chief; Heather Prendergast, Attorney; Brittany Fuller, City Clerk; and Michelle Laube, Deputy Clerk.

The budget for FY2023 was discussed during the budget workshop. The Council discussed the tax rate and levy possibilities.

Mayor Harter called the meeting to order at 6:00 PM with the Pledge of Allegiance.

Motion by R. Woods, second by Erickson to approve the agenda with the change of moving topic #12 (Lisa Kremer – Buchanan County Economic Development Update) up to after the public hearing and resolutions on the budget for FY 2023 due to Lisa arriving earlier than expected. Roll call vote- Ayes: Williams, Coffin, T. Woods, Erickson, and R. Woods. Nays: None.

There were no public comments during the public comment section.

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

Motion by Williams, second by Coffin to open the public hearing on Maximum Tax Dollars for Budget Year 2022-2023. Roll call vote- Ayes: R. Woods, Erickson, T. Woods, Coffin, and Williams. Nays: None. The max property tax levy was published at \$10.33001. The tax rate cannot be set at more than that. No other oral or written comments were received. Motion by R. Woods, second by T. Woods to close the public hearing. Roll call vote- Ayes: Coffin, Williams, Erickson, T. Woods, and R. Woods. Nays: None.

Motion by Williams, second by T. Woods to approve **Resolution 2022-06 – Resolution Approving the Maximum Property Tax Dollars for Budget Year July 1, 2022 to June 30, 2023**. Roll call vote- Ayes: Erickson, R. Woods, Coffin, T. Woods, and Williams. Nays: None.

Time was spent discussing the budget for FY23 and the different levy options. Motion by Williams, second by T. Woods to submit the FY23 budget for publication with a rate of \$9.15002. A \$0.578 decrease from the levy rate set for FY 22. Roll call vote- Ayes: Coffin, R. Woods, Erickson, T. Woods, and Williams. Nays: None.

Motion by Williams, second by Erickson to approve **Resolution 2022-07 – Resolution Setting Time and Place for a Public Hearing for the City's Proposed Fiscal Year 2022-2023 Budget**. Roll call vote- Ayes: R. Woods, Coffin, T. Woods, Erickson, and Williams. Nays: None. The budget public hearing will be held at City Hall on Monday March 14<sup>th</sup> at 6:00 PM.

Lisa Kremer was present from the Buchanan County Economic Development Commission to discuss the annual report for 2021 and talk about the newest projects they have been working on for Buchanan County including numbers from a labor shed study that was just completed.

Attorney Prendergast arrived at 6:16 PM.

Councilman R. Woods said he talked with Jared Kane about his request to move the utility pole south of 301 N. Water Street and Jared mentioned to him that he would just like permission from the council to move the pole at his own expense. Motion by Erickson, second by T. Woods to allow Jared Kane to move the utility pole at his expense but that it was subject to final approval of the final plans by public works and city council. Roll call vote- Ayes: Coffin, T. Woods, and Erickson. Abstain: Williams and R. Woods. Nays: None.

Jason Kayser, the Fairbank Aquatic Center President, was present to give the council an update on the pool. He brought up his concern about the pool operations for this upcoming season due to employee change over. Public Works Ben Delagardelle explained that he just got his certification to run the pool and that he had zero apprehensions about the pool and operating it. Kayser is still looking to get a full management team hired and if anyone knew of someone to let him know. He is hoping chemical prices stay reasonable this year.

Discussion on the summer 2022 recreation program directors was tabled.

Discussion on the ballpark scoreboard with Mitch Coffin was tabled.

New additions to the current software used by the clerk's office were discussed. gWorks (the accounting software) now offers a new time and attendance module called HR Hub that would make the payroll process much smoother and adding receipts management would help move the office closer to the future of the software being a cloud-based system with the capabilities of residents logging in and seeing all their utility billing information whenever they wanted to. The council had budgeted \$2,500 in the current year for a time and attendance upgrade

and with the promotion and discount they were able to secure both modules for that price. Annual fees will still be paid and will be based off all modules operated by the city. Motion by Erickson, second by T. Woods to approve the purchase of the HR Hub module and Receipts Management Module. Roll call vote- Ayes: Williams, R. Woods, Coffin, T. Woods, and Erickson. Nays: None.

The software used by the city to read utility meters is no longer supported and is out of date. Van Meter Company provided the city with a quote for the newest cloud-based technology for the monthly reading of the meters. Motion by R. Woods, second by Coffin to approve the purchase of the new Itron AMR Software for \$9,305.00. Roll call vote- Ayes: Williams, Erickson, T. Woods, Coffin, and R. Woods. Nays: None.

Discussion was made on the employee health insurance options. The following list of items were approved to add to the employee manual and finalize at the next meeting: family insurance is now available with the employee paying 50% after the single premium is deducted from the total premium, the city will pay \$125.00 a month for single and \$250.00 a month for family coverage into an HSA account, Vision can be taken at the employee cost, dental insurance costs the employee and family 20% of the premium, and they are now going to offer \$50,000.00 life/accidental death and disability paid for by the city as a benefit. Motion by Williams, second by T. Woods to approve these additions to the personnel policy. Roll call vote- Ayes: Coffin, R. Woods, Erickson, T. Woods, and Williams. Nays: None.

Personnel manual updates will be tabled for the next meeting with the previous changes noted.

Discussion took place on hiring a third public works employee. Mayor Harter stated that he would like to see the offer made to the next candidate of the council's choice from the last group of interviews conducted. Motion by Erickson, second by T. Woods to offer the position to that candidate starting at \$26.00 per hour. Roll call vote- Ayes: Williams, R. Woods, Coffin, T. Woods, and Erickson. Nays: None.

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

Ordinance review of the last few ordinances was tabled.

During the department updates, Ben Delagardelle stated that he would be in class next week for gas odorization. Brian stated that during an electrical inspection they found a couple of more poles needing replaced.

Motion by Williams, second by Coffin to adjourn at 7:36 PM. Roll call vote- Ayes: R. Woods, T. Woods, Erickson, Coffin, and Williams. Nays: None.

---

Mike Harter, Mayor

---

Brittany Fuller, City Clerk