

## REGULAR MEETING

The Fairbank City Council met in regular session on Monday, December 13, 2021. Mayor Harter called the meeting to order at 6:00 PM with the Pledge of Allegiance. Members present: R. Woods, Vorwald, T. Woods, Williams. Absent: Erickson. Also, present at City Hall: Brian Delagardelle, Water/Wastewater Operator; Ben Delagardelle, Public Works; and Michelle Laube, Deputy Clerk.

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

During the public comment section, Councilman Vorwald stated that Todd Kaufman donated a Pin Oak Tree in memory of the Kaufman family and that it was planted in Island Park on Friday, December 10th.

Motion by Vorwald, second by T. Woods to approve the minutes of November 22<sup>nd</sup> Regular Meeting. Roll call vote- Ayes: R. Woods, Williams, T. Woods, and Vorwald. Nays: None.

Motion by T. Woods, second by Williams to approve the Treasurer's Report. Roll call vote- Ayes: Vorwald, R. Woods, Williams, and T. Woods. Nays: None. Receipts for the month of November were: General, \$19,435.17; Special Revenue, \$43,165.70; TIF, \$2,172.70, Capital Projects, \$5.70, Permanent Funds, \$6.88; Proprietary, \$201,340.10; and Transfers Out, \$26,005.18. Disbursements for the month of November were: General, \$19,972.46; Special Revenue, \$9,594.06; Proprietary, \$127,588.34; and Transfers Out, \$26,005.18. Balance on hand at close of business on November 30, 2021, was \$5,107,266.56.

Jon Biederman with Fehr Graham was present for discussion dealing with the change order #1 for the 2021 water system improvements project. He said that the Grove Street section was complete and the only change to the change order #1 was the valve was switched from a 6" to a 4" at the intersection of Grove and Second Street South. This decreased the original cost from \$1,500.00 to \$1,400.00. Motion by R. Woods, second by Williams to approve the Change Order #1 for 2021 Water Systems Improvements. Roll call vote- Ayes: Vorwald, T. Woods, Williams, and R. Woods. Nays: None.

Motion by Vorwald, second by T. Woods to approve the partial pay estimate number one of \$51,183.63 to Donlon Brothers for the 2021 Water System Improvements work that was completed through the end of November 2021. Roll call vote- Ayes: R. Woods, William, T. Woods, and Vorwald. Nays: None.

The employee health insurance agenda item was tabled until next meeting due to there being no new information to update the council on since a councilmember was absent.

The office lighting in the City Clerk's office was discussed due to the current lighting issues. It is very dim, and the bulbs and ballasts are constantly going out. Councilman Vorwald suggested purchasing LED light strips that could just go into the current fixtures. The strips would not require replacing any ballasts. Public Works Cowell installed one in the office for the council to view. Motion by T. Woods, second by Williams to approve new lighting in City Clerk's office. Roll call vote- Ayes: Vorwald, R. Woods, Williams, and T. Woods. Nays: None.

The rolling stop signs for the school crossings were discussed. The one located at Fourth and Forest Street will have a semi-permanent "yield to pedestrian sign" that will hopefully begin in January. The rolling stop sign at the intersection of Grove and Fifth Street will still need to be rolled out. Ben Delagardelle said that there is not enough time for the public works department to be responsible for taking it in and out each day with unknown early outs or early dismissals. The council agreed that it would take a good amount of time. Councilman Williams suggested a resident in town and Mayor Harter said he would reach out to that individual and the council would go from there.

The purchase of a new city utility pickup truck was discussed to replace the 2008 pickup. A quote from Don's Trucks Sales was presented to the council but it did not include the government price discount due to them not knowing what that is at this time. Motion by Vorwald to purchase the pickup presented from Don's Truck Sales. There was no second. Motion failed. Councilman R. Woods said he would check with Stivers Ford in Waukee to get another quote that included the government price discount. There will be further discussion at the next council meeting.

Personalized locating flags for utility locating was discussed. A recommendation was made from IAMU to have the utility locating flags include the verbiage "City of Fairbank" along with city hall phone number so that residents knew who did the marking and what it was for. A quote was received from Irby Construction Company for \$500 for 2,000 electrical and 2,000 natural gas utility locating flags. Motion by Williams, second by R. Woods to approve the purchase of the personalized locating flags. Roll call vote- Ayes: T. Woods, Vorwald, R. Woods, and Williams. Nays: None.

Motion by T. Woods, second by Williams to set the date of the first budget workshop for January 10, 2022, at 5pm. Roll call vote- Ayes: Vorwald, R. Woods, Williams, and T. Woods. Nays: None.

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

SYNCB/AMAZON, Supplies	\$224.96
ARNOLD MOTOR SUPPLY, Supplies	\$90.74
BEST SERVICES, Annual Testing	\$929.90
ERIC BICKERS, Utility Deposit Refund	\$200.00
BLACK HAWK WASTE DISPOSAL, Services	\$5,814.90
BMC AGGREGATES L.C., Supplies	\$1,879.20
BROWN SUPPLY CO., INC., Supplies	\$67.00
BUCHANAN COUNTY ECONOMIC DEVEL, FY 23 Dues	\$2,363.50
BUTLER COUNTY REC, Electric	\$45,723.86
BUTLER COUNTY REC, Services	\$3,990.00
C AND C WELDING INC., Services	\$2,317.90
CAMPBELL SUPPLY-WATERLOO, Supplies	\$305.12
CASEY'S GENERAL STORE, Gas	\$602.13
CITY OF FAIRBANK, Electric & Gas	\$4,321.48
CITY OF FAIRBANK, Utility Deposit Applied	\$329.66
CLAYTON ENERGY CORPORATION, Natural Gas	\$10,670.83
CLAYTON ENERGY CORPORATION, Reservation	\$9,275.07
COMMUNITY BANK OF OELWEIN, Loan Interest Payment	\$469.45
DAVIS LAWN SERVICE, Services	\$1,310.00
BEN DELAGARDELLE, Clothing Allowance Reimbursement	\$51.97
BRIAN DELAGARDELLE, Supplies Reimbursement	\$165.95
DOLLAR GENERAL, Utility Deposit Reimbursement	\$200.00
DON'S TRUCK SALES, Services	\$6,625.70
DONLON BROTHERS CONSTRUCTION, Payment #1 2021 WT Improvements	\$51,183.63
DORSEY & WHITNEY LLP, Fees	\$5,432.50
EMERGENCY MEDICAL PRODUCTS, Supplies	\$461.45
FAIRBANK EXCAVATING, Services	\$3,070.00
FAIRBANK POSTMASTER, Postage December 2021	\$128.00
FAYETTE COUNTY AUDITOR, Election Fees 11/2/2021	\$341.81
FEHR GRAHAM, Fees	\$1,896.00
BRITTANY FULLER, Mileage	\$81.20
GALL'S INC., Clothing Allowance	\$100.33
ROBERT GIPPER, Conference Reimbursement	\$250.00
HEATH CONSULTANTS, INC., Calibration	\$470.19
IA FIREFIGHTERS ASSOCIATION, Annual Dues	\$612.00
IAMU, Training	\$2,015.00
IOWA FINANCE AUTHORITY, Interest & Service Fee	\$18,520.75
IOWA ONE CALL, Locates	\$45.90
IOWA PUMP WORKS, Maintenance	\$1,500.00
IOWA REGIONAL UTILITIES ASSOC., Water	\$6,895.02
IOWA UTILITIES BOARD, Fees	\$862.00
IPERS, Benefits	\$3,731.15
IPERS, Benefits	\$3,864.62
KATIE JASPER, Utility Deposit Reimbursement	\$200.00
KEYSTONE LABORATORIES, INC., Testing	\$845.60
MICHELLE LAUBE, Mileage	\$39.20
LITTLE ISLAND CHILD CARE CENTER, Economic Development Grant	\$50,000.00
JANICE MARTINS, Conference Reimbursement	\$437.89
MEDIACOM, Internet/Phone	\$801.18

MODERN BUILDING PRODUCTS, Supplies & Equipment	\$2,193.41
ALEXANDER MORRIS, Utility Deposit Reimbursement	\$200.00
NSB/ H S A - H S A Contributions	\$300.00
NSB/ H S A - Payroll Deductions	\$435.00
NE SECURITY BANK, Loan Interest Payment	\$158.37
NE SECURITY BANK, Payroll Processing Fee 11/1/2021	\$10.00
NE SECURITY BANK, Payroll Processing Fee 11/15/2021	\$8.18
NE SECURITY BANK, Returned Check	\$210.97
NE SECURITY BANK, Returned Check Fee	\$4.00
NE SECURITY BANK, Utility ACH Service Charge	\$10.00
OELWEIN PUBLISHING, Publishings	\$679.43
OPERATION THRESHOLD, Customer Contributions/Donation	\$1,287.00
PATHWAYS BEHAVIORAL SERVICES, Annual Contribution	\$400.00
QUICK MED CLAIMS, Ambulance Billing	\$424.01
KATHRYN KAYE RISSE, Services	\$1,200.00
ROBERTS, STEVENS,PRENDERGAST, Attorney Fees	\$1,218.75
LORI ROSS, Utility Deposit Reimbursement	\$200.00
SANDRY FIRE SUPPLY, Supplies	\$509.09
STEVE MEYER CONSULTING LLC, Grant Application Services	\$1,350.00
STRYKER SALES CORPORATION, Supplies	\$1,210.40
SUPERIOR WELDING SUPPLY CO., Supplies	\$61.22
T & R SERVICE COMPANY, Repairs	\$535.00
TEAM LABORATORY CHEMICAL CORP., Supplies	\$2,132.50
REBEKAH TISUE, Utility Deposit Reimbursement	\$200.00
TREASURER-STATE OF IOWA, Nov. Sales Tax	\$2,200.73
TREASURER STATE OF IOWA, Nov. Excise Tax	\$1,862.36
TREASURER-STATE OF IOWA, State Taxes	\$3,805.00
TRUE NORTH, Insurance Premiums	\$478.80
U. S. TREASURY, 941 Taxes	\$8,020.05
U.S. BANK, Pefa Gas	\$2,911.92
UNITYPOINT CLINIC-OCCUPATIONAL, Testing	\$126.00
USA BLUEBOOK, Supplies	\$1,186.04
UTILITY EQUIPMENT CO., Supplies	\$550.53
VERIZON WIRELESS, Cell Phones	\$157.99
VISA, Supplies/Avaya Phone System	\$707.96
THEODORE J. VORWALD, Supplies Reimbursement	\$32.89
WELLMARK, Premium	\$1,293.67
RYAN WESTEMEIER, Fire Reimbursement	\$26.72
LUCAS WHITESELL, Utility Deposit Reimbursement	\$70.34
BRENT WIERCK, Services	\$525.00
WINDSTREAM ENTERPRISE, Internet	\$155.69
WINDSTREAM ENTERPRISE, Gas Alarm	\$67.40
BROCK ZARUBA, Utility Deposit Reimbursement	\$200.00
The Library Board approved the following bills on December 1, 2021:	
BAKER & TAYLOR INC.	\$610.80
CITY OF FAIRBANK, Electric & Gas	\$120.03
DAVIS LAWN SERVICE, Services	\$42.00
MODERN BUILDING PRODUCTS, Supplies	\$19.98
NE SECURITY BANK, Payroll Processing Fee 11/15/2021	\$1.82
POLK'S LOCK SERVICE, New Locks	\$147.00
PREMIER TECHNOLOGY, Services	\$190.00
STOREY KENWORTHY/MATT PARROTT, Equipment	\$366.25
VISA, Avaya Phone System	\$40.29

Public Works stated that the first snow plowing of the season was completed and went fairly smooth for the first go around. It was mentioned that the sign in front of Floral Images & Gifts was not moved while plowing snow on Saturday, December 11<sup>th</sup> and had caused an area to be unplowed. Councilman R. Woods said he would speak with the business owner. Public Works also questioned an area in front of 401 Washington Street North wondering if it was the City's responsibility and the council agreed it was not. He also stated that the Corey Street, Water Street, and Second Street NE electrical cutouts were being changed out. The one located at the corner of Rhonda Rd and Fourth Street is waiting on more information before they change it. It might not need to be. Delagardelle also said the pump at the main lift station continuously runs and that the second pump is bad. He had a spare pump available but will need the main one rebuilt. Ben Delagardelle said he is attending a gas training class with IAMU on January 19<sup>th</sup> and 20<sup>th</sup>. Jordan Cowell will be attending a wastewater class on January 20<sup>th</sup>. Ben Delagardelle also said that the annual ICAP safety grant will be submitted to hopefully purchase a portable four gas meter that will be used for confined spaces.

Motion by T. Woods, second by Vorwald to adjourn at 7:08 PM. Roll call vote- Ayes: Williams, R. Woods, Vorwald, T. Woods, and Vorwald. Nays: None.

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Mike Harter, Mayor

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Michelle Laube, Deputy Clerk