

REGULAR MEETING

The Fairbank City Council met in regular session on Monday, December 9, 2019. Mayor Harter called the meeting to order at 6:00 P.M. with the Pledge of Allegiance. Members present: R. Woods, Vorwald, T. Woods, and Miller. Absent: Erickson. Also, present: Dave Ryan, Public Works Director; Klint Bentley, Police Chief; Brittany Fuller, City Clerk; Michelle Laube, Deputy Clerk; and Andrew Williams, newly elected Councilman.

Motion by T. Woods, second by Vorwald to amend agenda to include Brush/Compost Pile and to approve the amended agenda. Roll call vote- Ayes: Miller, R. Woods, Vorwald, and T. Woods. Nays: None.

There were no public comments.

Motion by Vorwald, second by T. Woods to approve the minutes of the November 25th Regular Meeting. Roll call vote- Ayes: R. Woods, Miller, T. Woods, and Vorwald. Nays: None.

Motion by R. Woods, second by T. Woods to approve the Treasurer's Report. Roll call vote- Ayes: Vorwald, Miller, T. Woods, and R. Woods. Nays: None. Receipts for the month of November were: General, \$30,943.18; Special Revenue, \$28,699.44; TIF, \$3,970.75; Capital Projects, \$32.87, Permanent Funds, \$20.50; Proprietary, \$144,733.70; and Transfers In, \$164,855.00. Disbursements for the month of November were: General, \$28,809.59; Special Revenue, \$8,929.06; Proprietary, \$130,806.74; and Transfers Out, \$164,855.00. Balance on hand at close of business on November 29, 2019 was \$3,827,539.12.

The council is starting the process of amending the Urban Renewal Plan to include a TIF payout to Jennifer Davis for the Lease/Purchase of the Fairbank Food Center that was approved by the council on October 14, 2019. It will include an initial payment of \$25,000. Then another payment of \$25,000 when they go to purchase the building in a couple of years. Motion by Vorwald, second by R. Woods to approve **Resolution 2019-25 – Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment**. Roll call vote- Ayes: T. Woods, Miller, R. Woods, and Vorwald. Nays: None.

A resignation letter was received by the council from Rick Deitrick about his upcoming retirement as an officer with the Fairbank Police Department effective June 30, 2020. Motion by T. Woods, second by R. Woods to approve **Resolution 2019-26 – Resolution Accepting Resignation/Retirement**. Roll call vote- Ayes: Miller, Vorwald, R. Woods, and T. Woods. Nays: None.

The police committee met prior to the meeting and suggested to the council that we make our second full time police position a part time position. A resolution was drawn up explaining that effective January 1, 2020 our second full time position currently filled by Rick Deitrick will be changed to a part time position. Motion by Miller, second by Vorwald to approve **Resolution 2019 -27 – Resolution Defining Police Department Positions**. Roll call vote- Ayes: R. Woods, T. Woods, Vorwald, and Miller. Nays: None.

The administration committee conducted a six-month review with the Deputy Clerk. They suggested to the council in a resolution that the salary be increased by \$1,000.00. Motion by R. Woods, second by Miller to approve **Resolution 2019-28 – Resolution Setting Deputy Clerk Salary After 6-Month Review**. Roll call vote- Ayes: Vorwald, T. Woods, Miller, and R. Woods. Nays: None.

The council was presented with two different estimate letters from the Auditor of State on audit options. One estimate was for an examination for roughly \$5,750 and one was for a full audit not to exceed \$13,300. The council felt that anytime there is a change over with City Clerks that there should be a full audit performed. This would ensure a smooth transition and create a great learning experience for city employees in their new positions. The full audit estimate stated that report preparation and office review would be performed with delivery of the final report by March 31, 2020. Motion by R. Woods, second by Vorwald to approve the Auditor of State to conduct a full audit for the year ending June 30, 2019. Roll call vote- Ayes: Miller, T. Woods, Vorwald, and R. Woods. Nays: None.

Motion by T. Woods, second by R. Woods to set the first budget workshop for January 13, 2020 at 5:00 pm. Roll call vote- Ayes: Vorwald, Miller, R. Woods, and T. Woods. Nays: None.

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

AERO-MOD, Maintenance	\$ 1,165.26
B & K AUTOMOTIVE, Services	\$ 193.95
BBVA COMPASS BANK, Services	\$ 5.00
BEST SERVICES, Services	\$ 720.00
BLACK HAWK WASTE DISPOSAL, Services	\$ 5,733.00

BRENT WIERCK, Services	\$ 525.00
BRIAN DELAGARDELLE, Cell Phone/Supplies	\$ 120.83
BRITTANY FULLER, Mileage	\$ 53.10
BUTLER COUNTY REC, Electric	\$ 53,613.97
CASEY'S GENERAL STORE, Gas	\$ 913.92
CITY OF FAIRBANK, Utilities	\$ 4,251.73
CLAYTON ENERGY CORPORATION, Natural Gas	\$ 5,705.52
CLAYTON ENERGY CORPORATION, Reservation	\$ 7,544.74
DAVID JERGENS, Cell Phone/Clothing Allowance	\$ 198.96
DAVID RYAN, Cell Phone	\$ 75.00
DES MOINES STAMP MANUFACTURING, Supplies	\$ 36.03
DON'S TRUCK SALES, Services	\$ 1,432.39
DORSEY & WHITNEY LLP, Services	\$ 4,500.00
EMERGENCY MEDICAL PRODUCTS, Supplies	\$ 16.19
EMS BILLING SERVICES, INC., Services	\$ 242.13
ENGINEERED OPERATIONS & SERVICE, Supplies	\$ 1,826.24
FAIRBANK COMMUNITY CLUB, 2020 Dues	\$ 20.00
FAIRBANK POSTMASTER, Postage	\$ 161.00
FAYETTE COUNTY AUDITOR, City Election 11/5/19	\$ 888.83
FIRE SERVICE TRAINING BUREAU, Training	\$ 100.00
GROEBNER & ASSOCIATES, Supplies	\$ 105.60
GWORKS, License & Support	\$ 3,147.39
INTOXIMETERS, INC., Supplies	\$ 395.00
IOWA FINANCE AUTHORITY, Interest & Service Fee	\$ 20,935.75
IOWA REGIONAL UTILITIES ASSOC., Water	\$ 5,886.68
IPERS, Benefits	\$ 5,520.43
JETCO, INC., Services	\$ 2,447.70
JOHN DEERE FINANCIAL, Supplies	\$ 42.49
MEDIACOM, Cable & Phone	\$ 152.02
MICHELLE LAUBE, Mileage	\$ 48.33
MODERN BUILDING PRODUCTS, Supplies	\$ 253.78
NSB, HSA Contributions	\$ 150.00
NSB, HSA Payroll Deductions	\$ 290.00
NSB, Payroll Processing Fee	\$ 10.00
NSB, Payroll Processing Fee	\$ 6.00
OELWEIN PUBLISHING, Publishing	\$ 391.32
PATHWAYS BEHAVIORAL SERVICES, FY 20/21	\$ 400.00
PINE GROVE STORE, Clothing Allowance	\$ 163.00
PREMIER TECHNOLOGY, Services	\$ 190.00
RADIO COMMUNICATIONS, Supplies	\$ 88.17
RICK DEITRICK, Mileage	\$ 45.00
ROBERT GIPPER, Training	\$ 543.48
ROBERTS & EDDY, P.C. TRUST ACC, Property Purchase	\$ 14,676.07
ROBERTS, STEVENS, PRENDERGAST, Attorney Fees	\$ 562.50
SANDRY FIRE SUPPLY, Supplies	\$ 409.75
SECURITY BANK, Interest Payment	\$ 368.73
STOREY KENWORTHY/MATT PARROTT, Desks/Supplies	\$ 1,613.27
SUPERIOR WELDING SUPPLY CO., Supplies	\$ 50.83
TELEFLEX LLC, Supplies	\$ 187.20
THOMAS ELECTRIC MOTOR SERVICE, Services	\$ 239.35
TREASURER STATE OF IOWA, Excise Tax	\$ 1,503.37
TREASURER-STATE OF IOWA, Nov Sales Tax	\$ 2,113.90
TRUE NORTH, Insurance Premium	\$ 478.80

U. S. TREASURY, 941 Taxes	\$ 7,373.31
U.S. BANK, PEFA Natural Gas	\$ 6,941.76
VERIZON WIRELESS, Services	\$ 165.83
VISA, Supplies	\$ 423.87
WELLMARK, Premium	\$ 9,096.31
WINDSTREAM ENTERPRISE, Services	\$ 557.10
WOODS CONSTRUCTION, INC., Services	\$ 835.00
The Library Board approved the following bills on December 4, 2019:	
SYNCB/AMAZON, Supplies	\$ 88.88
ANGELA BERG, Mileage/Supplies	\$ 109.00
BAKER & TAYLOR INC., Books	\$ 754.79
FAIRBANK COMMUNITY CLUB, 2020 Dues	\$ 20.00
FAIRBANK PUBLIC LIBRARY, Petty Cash	\$ 72.67
CITY OF FAIRBANK, Utilities	\$ 165.42
NSB, Payroll Processing Fee	\$ 4.00
OLYMPIA BOOK CORP., Books	\$ 271.89
STOREY KENWORTHY/MATT PARROTT, Supplies	\$ 5.39
WINDSTREAM ENTERPRISE, Services	\$ 67.93

The brush/compost pile was added to the agenda to update the council on the burning process of the brush pile. Letters had been hand delivered to everyone within a quarter mile of the brush pile and signatures of approval were gathered in City Hall. Councilman Vorwald said they planned to start burning the pile towards the end of the week. The fees associated with hauling the pile out were very high in previous years so burning would help keep costs down. The compost pile would still need to be hauled away but Councilman Vorwald said he knew of someone that could use it and haul it out at a decent price.

The City closed on the property at 405 Grove Street earlier that day and the public works guys were able to get in and shut off utilities and get the house locked up and secure. The Mayor informed the council that in February 2020 a caucus will be taking place in the council chambers at City Hall. Also, since there will not be another meeting in December this year, he wanted to thank Ron Miller for all his years of service on the council. Councilman Miller asked that he be considered in the reappointment of a representative for the Buchanan County EMA and 911 Boards. That will be done at the first meeting in January.

Mayor Harter left at 7:02 pm.

Jon Biederman with Fehr Graham arrived, and the Main Street Improvements topic was then discussed. Again, he stated that the state is putting their portion of Main Street (the middle 28 feet of the road) in their budget for FY 2022. He had a map that was drawn up on the potential Main Street project improvements from back around 2009. The council liked the map but agreed to get an estimate to cover the roads to the alleys on both the North and South side of Main Street. He is going to start getting the preliminary paperwork together.

Motion by Vorwald, second by T. Woods to adjourn at 7:31 P.M. Roll call vote- Ayes: Vorwald, T. Woods, Miller, and R. Woods. Nays: None.

Mike Harter, Mayor

Brittany Fuller, City Clerk