

City Council Special Meeting Minutes – January 15, 2026.

City of Buffalo – Special Council Meeting Minutes

January 15, 2026 – 5:15 p.m.

The Special Council Meeting of the City of Buffalo was called to order by Mayor Pro Tem Mary Moore at 5:15 p.m.

Council Members Present: Rachel Teel-Vanderpool, Jesse Leonard, Sean Roman, Mary Moore, Trent Adams and Mayor Rodriguez (excused). Also present staff, Josh Ferkel Public Works Director, and Tanna Leonard City Clerk.

Agenda Adjustment

At 5:15 p.m., Ms. Kandace Sims was not present for her scheduled utility disconnection hearing.

The council agreed to proceed with the remaining agenda items until she arrived.

Wastewater Treatment Plant – Gearbox Replacement

Public Works Director Josh Ferkel reported that the grit removal system gearbox has been non-functional for some time. A recent IDNR inspection noted that the equipment must be repaired.

S Roman moved, R Teel-Vanderpool seconded, to approve the purchase of the replacement gearbox from Rock Island Electric Motor at \$4,980 for the wastewater treatment system. Motion carried unanimously

Utility Disconnection Hearing – Kandace Sims

Once Ms. Sims arrived, the council returned to this agenda item.

City Clerk Tanna Leonard explained that Ms. Sims had entered into two prior payment agreements, both of which had been defaulted on. Under City Code, she was scheduled for utility disconnection on January 15, 2026. Ms. Sims requested a hearing in front of the board to ask for an extension

Amount required to avoid disconnection (excluding LIHEAP-protected electric): \$805.89 due today

- Electric portion is protected by LIHEAP and due April 1
- Ms. Sims described past water-leak issues and assistance received from city staff

- Council emphasized the importance of timely payment to ensure utility operations are properly funded

Moore moved to allow Ms. Sims a two-week extension to pay the past-due balance (excluding LIHEAP-protected electric) and stated this would be the final extension with no further payment agreements issued.

Motion died for lack of a second.

J Leonard moved to proceed with the disconnection. The date being Tuesday January 20, 2026 at 9:00 a.m., unless payment was made before that time. Motion Seconded by S Roman and carried with Moore voting "no".

The City Clerk informed Ms. Sims of the procedures and the hearing was concluded.

Discussion Utility Billing Processes – Hearing Costs & Penalty Fee Waivers

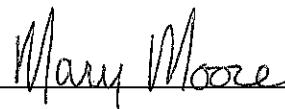
The City Clerk reported contacting the City Attorney regarding the cost of hearings now required for disconnection appeals. The attorney advised that the council may designate a committee to review disconnection requests; however, the council agreed the full council should continue to hear them.

The Clerk also raised the topic of penalty fee reversals.

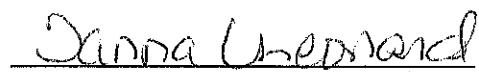
Roman moved, Teel-Vanderpool seconded, to allow one annual penalty reversal per account and to keep the entire council as the board to hear them. Motion carried unanimously.

The Clerk will prepare ordinance amendments for the next council meeting.

Motion to adjourn at 5:55 p.m. by Moore, seconded by Roman. Motion carried unanimously.



Mayor Pro Tem Mary Moore



City Clerk Tanna Leonard