

**REGULAR MEETING OF UNDERWOOD CITY COUNCIL**  
**CITY HALL – 218 SECOND STREET**  
**Tuesday, June 13, 2017 – 7:00 P.M.**  
**MINUTES**

Mayor Bardsley called the meeting to order at 7:00pm. Present were Pingel, Freuck, Dose, Wahle, and Erwin. Also present were Goehring and Willard. Public present were Kathy Jensen, Russ Mullen, Eldon Rossow, Toni Talbert, and Casey Baragary. All participate in the Pledge of Allegiance.

Motion to approve agenda made by Erwin with Freuck second. All aye, motion carried 5-0.

Motion to approve minutes for May 9<sup>th</sup> and June 6<sup>th</sup> made by Dose with Erwin second. All aye, motion carried 5-0.

No discussion at public forum.

Erwin motioned to approve lines A, B, C, D for the July 4<sup>th</sup> celebration with Pingel second. Dose abstained, all others aye. Motion carried 4-0.

**July 4<sup>th</sup> Celebration:**

- a. Transfer UMBA Liquor License to Pavilion
- b. Approval of Parade Route
- c. Approval of Street Closing
- d. Approval of Runderwood Route

Housing Assistance Project, 2015 project: Council discussed the project and the electrician opinion in regards to extending the project with Mullen and Jensen. Wahle motioned to deny the request for extension with Pingel second. Erwin aye, Dose and Freuck abstain. Motion carried 3-0.

JAS Pacific Rental Inspections: Willard discussed a contract for rental properties and hourly cost to implement inspections. Freuck motioned to approve the contract with JAS Pacific with Erwin second. All aye, motion carried 5-0.

Iowa Interactive Payment Processing: Willard discusses the features which provides the City access to accept credit / debit cards for payment at counter. Willard is waiting for feedback from other cities using this system and will report next council meeting.

MER Engineering: Rossow discusses plans to add trash baskets to the lift station, requested permission to pursue state permit. Rossow presents plan of action for I & I for the DNR provided by MER. Rossow stated storm water is adding to the problem and suggested schedule of implementation of I & I plan.

Council discussed the lagoon freeboard levels and weir. Erwin stated we need to get a permit to lower the levels. Rossow suggested during dry season is better to lower the levels. Goehring stated a rep from the DNR will be here and it can be addressed soon. Rossow will request extension of July 15 deadline as that seems unreasonable for the Facility plan submission.

Wahle asked if there is a way to record the daily flow. If there isn't a daily recording, we cannot create an appropriate plan of action.

Dose motioned to approve I & I plan with Erwin second. All aye, motion carried 5-0. Rossow discussed the pros and cons of mechanical plant v lagoon plant. Pingel motioned to approve sewer project permit to DNR with Freuck second. We can ask for an extension on the current permit if we need to for the trash basket on the main lift station. Permits have 2 years. Main lift station permit began July 14, 2016.

DNR Report: Erwin asked about the use of hoses at the lagoon. They are not being used currently.

Patches, T & K flatwork - Pingel questioned payment out of this fiscal year. Pingel motioned to approve \$20,374.00 payment upon completion of project with Erwin second. All aye, motion carried 5-0.

Trail Engineering: Willard discussed need to begin with engineer for the trail coming through Underwood. 28E agreement states City will use Snyder & Assoc. Erwin motioned to proceed with engineer with Pingel second. All aye, motion carried 5-0.

Loan Bids: Willard discussed securing loan bids for the property at 625 Highway Street. Special meeting will be called later to make decision.

City Hall Sign: Willard secured templates of sign for new City Hall building. Council discussed sign options. Council asked for bids.

IAWARN: Willard presented program that Council approved last month and asked Council to sign contract. Pingel moved to sign the agreement with Freuck. All aye, motion carried 5-0.

Benefits for Part time employees: Willard discussed the request to provide benefits to part time employees. Pingel motioned to offer life insurance only to part time employees at same rate as full time employees with Wahle second. All aye, motion carried 5-0.

Rental Units: Willard discussed requests from residents to rent storage units and the current availability of city-owned units. Erwin motion to uphold decision from April to not take on more tenants with Freuck second. Dose Nay, all others aye, motion carried 4-1.

Iowa DOT Grade Crossing Program: Pingel motions to table item for next month with Freuck second. All aye, motion carried 5-0.

Ordinance 226: Pingel motioned to open public hearing with Erwin second. All aye, motion carried 5-0. Public hearing open at 9:09pm. Erwin motioned to close public hearing at 9:10pm with Pingel second. All aye, motion carried 5-0. Close public hearing at 9:10pm. Pingel motioned to approve 1st reading with Erwin second. All aye, motion carried 5-0. Erwin motioned to waive 2<sup>nd</sup> and 3<sup>rd</sup> readings with Freuck second. All aye, motion carried 5-0.

Approval of forms: Willard discussed the need for improved communication interpersonally and presented forms to assist. Freuck approve forms with Wahle second. All aye, motion carried 5-0.

2017 Committees: Assignment and schedule presented by Willard. Pingel asked for adjustment of two committees. Willard made adjustments. Pingel motioned to approve committees with Dose. All aye, motion carried 5-0.

Claims: Erwin motioned to approve claims with Freuck second. Pingel abstains, all others aye, motion carried 4-0. Feedlot Service Fred Roane (2700.00), US Post office (282.55), IDNR (60.00), TS Bank (17362.50), American National bank ( 12025.50, 602.69), Dearborn National (197.62), CenturyLink (362.94), US Postmaster (111.18), US Bank Visa (341.86), Midwest Benefit (41.25), Counsel (165.99), Computer Systems Inc (470.00), Wellmark (3161.31), Aflac (68.04), Verizon (139.31), Walnut Communications (10.00), Claims:

#### Reports:

- A Fire/Rescue Department: 128 or 129 runs for year.
- B. Mayor: WIDA meeting mayor requests as many councilmen as possible attend
- C. Clerk: Freedom Rock Invite, Employee Handbooks, Bankers Bank payments, training approval, CITIES meeting July 20 @ McClelland

- D. Maintenance: no report
- E. Council Committees:
  - a. Economic Development: no report
  - b. Finance: Willard provided Clerk report.
  - c. Personnel: Erwin asks about hiring part time employee. Willard mentioned City's temp. employee has agreed to continue helping as needed.
  - d. Streets: Pingel reported the repair on 4<sup>th</sup> Avenue is holding. Bardsley gave further details about the hole and repair.
  - e. Sewer: Wahle stated he feels the council is ignoring a willful violation. Bardsley stated the issue has been resolved with MER and DNR. Wahle stated he takes issue with it. Wahle makes motion to bring in People Service to operate sewer system until City can have resolution. Bardsley, Wahle and Erwin continue the discussion. Erwin requests Willard to add motion to next regular meeting.
  - f. Cemetery: no report
  - g. Water: no report
  - h. Code Compliance: Willard discussed complaint received and shut offs installed.
  - i. Parks: no report

Erwin requested streets be swept for July 4<sup>th</sup>.

Adjournment: Erwin motioned to adjourn with Pingel second. All aye, motion carried 5-0. Adjournment at 9:50pm.

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Dennis Bardsley, Mayor

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(attest) Jill Willard, City Clerk