

REGULAR MEETING OF UNDERWOOD CITY COUNCIL
CITY HALL – 218 SECOND STREET
Tuesday, July 12, 2016– 7:00 P.M.
MINUTES

Mayor Bardsley called the meeting to order at 7:00pm. Present were Erwin, Wahle, Freuck, and Pingel. Dose arrived at 7:01. Also present were Willard, Goehring and Woody Mahan.

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

Motion to approve meeting minutes from council session held on June 14, 2016 made by Erwin with Freuck second. All aye, motion carried 5-0.

Public forum: Woody Mahan presents question regarding the post office temporarily leaving Underwood. Mayor addressed public concern with information gathered by the city so far. The city has been working to resolve the situation since we were informed on Monday. Mayor Bardsley mentioned that we need a post office in town and the city will diligently work to have the postal services remain in Underwood. Willard advised him to call Congressman David Young to make him aware. Council discusses solutions throughout the city. Post Office temp solution is that they will put in cluster boxes for PO Box customers.

Willard presents information regard IA tax rates reduced for the year.

Goehring discussed street closings for maintenance with council and the plan to begin seal coating at the end of July. Streets scheduled for maintenance will include: 2nd Street and 3rd Street on East side of the highway, Highway Avenue, Charles Drive, Milwaukee, 5th Street and West section of 3rd Avenue. Bardsley mentioned if it is budgeted we should complete the maintenance, and council agrees. Council discusses the maintenance on specific streets. Goehring states he would like to get the city back on a rotation. Streets will be shut them down on a rotation, not all at once and public will be notified. The project depends on the weather also.

Willard notified council of the tobacco violation in town and informed council of the options for proceeding. Erwin moved to motion to allow state to proceed with prosecution with Freuck second. All aye, motion carried 5-0.

Annual increase for city employees tabled from last month due to not all council in attendance. Bardsley recommends 3% pay raise. Council discussed options for raise amounts. Council agreed to 3% increase for eligible employees based on annual evaluations. Clerk will be eligible for increase at one year of employment. Pingel moved to motion to approve 2 employee raises and table the third employee with Freuck second. Bardsley suggests the raise should be effective the next pay period starting Monday, July 18. All aye, motion carried 5-0.

Council discussed employee request for personal leave. Pingel moved to motion to deny personal time for employee with Freuck second. Roll call vote: motion carried 5-0.

Erwin – aye	Dose – aye
Wahle – aye	Freuck – aye
Pingel – aye	

Bardsley discussed the notice of post office closing temporarily. City is informed that negotiations for the current location are over. Post Office is looking for a temporary location for PO Boxes and collection box in Underwood. Post Office will relocate to Neola on Friday afternoon and mail will begin to be delivered out of Neola on Saturday. Post Office plans to conduct a study in the area to find possible locations. Council discussed potential locations for cluster boxes in Underwood. Pingel asked if we can offer solutions for a permanent building for the Post Office to return to Underwood. Council discussed options for city-owned buildings within the price range the PO is looking for. Bardsley stated we need to consider options so we are ready when the survey comes.

Pingel moves to motion to approve consent agenda and claims list with Erwin second. Consent Agenda: AgriLand (449.34), Barco Municipal Products (143.84), CenturyLink (313.91), CB Online (90.00), Counsel Office (158.38), Dultmeier Sales (310.48), EMS (360.32), First Wireless (2350.52), Max I Walker (45.60), MidWest Benefit (41.25), MidAmerican Energy (3147.02), People Service (200.00), Real Property Appraisals (1000.00), US Bank Visa (847.20), WIDA (1466.00), Wellmark (3398.07), Claims:

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Aflac	health coverage	\$106.20
Computer Systems, Inc	managed services	\$510.00
Dearborn National	life insurance	\$47.70
Heartland Accountability	QB Assistance	\$37.50
Iowa League of Cities	annual dues	\$714.00
IMWCA	Workmans comp	\$619.00
Larsen Supply	office supplies	\$11.16

Regional Water	water services	\$120.00
Verizon Wireless	phone services	\$142.50
Wellmark	annual admin fee	\$200.00
Walnut Communications	IP address	\$10.00
Bluffs Electric	tornado siren repair	\$150.00
Asphalt & Concrete Materials	street maintnace	\$223.22
Menards	cemetery flag pole repair	\$17.80
Menards	park flag pole repair	\$53.71
Echo	cemetery maintenance	\$23.89
M & K Mills	garbage services, December	\$3,809.50
Pott County Sheriff	law enforcement services	\$8,023.75
JAS Pacific	building inspections	\$1,885.73
Wickman Drywall	drywall installation	\$250.00
Life Assist	EMS billing	\$427.21
D & D Communications	(First Wireless)	\$165.40
June gross payroll		\$12,783.44
	total	\$30,331.71

Fire: 146 runs for the year. Department will put in for Iowa West grant.

Mayor: Inspector came in with new employee. Bardsley discussed ordinances with them.

Clerk: Willard will email notes from PCCF to Pingel. Yellow Pages bill approved last month was researched and determined we do not need to pay it. Annual audit scheduled for week of August 29.

Maintenance: Goehring suggests the city move 45 speed limit sign farther south as suggested by a couple of deputies due to accidents. City should consider adding speed limit signs inside of town, there are none currently. Neola speed limit sign was paid by a grant from the county. Line of sight cameras are being considered for Underwood, paid for through a grant. Sheriff's office just needs a place to post the cameras.

EC development: Discussion regarding development in town is progressing. City needs to continue work on property clean up.

Finance: Annual audit scheduled and city is getting ready. Year end is complete.

Sewer: New lift station is working fine. The main lift station is awaiting baskets; Swiffer-type disposables clog the pump. Maintenance required routinely to clean out the gunk. We need to call MER and see if we can hurry the process along at all.

Code Compliances: Discussed notices sent to homes due to weeds and junk.

Parks: City has seedling trees in White Oak, Red Oak, Redbud, and Lilac. Would any citizens be interested in receiving one for free as the city is out of places to plant?

Motion to adjourn made by Pingel with Erwin second. All aye, motion carried 5-0. Adjournment at 9:14pm.

Dennis Bardsley, Mayor

(attest) Jill Willard, City Clerk