

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, May 15, 2019

Call to Order: Mayor Bardsley called the meeting to order at 7 p.m.

Roll Call: Tiarks, Madsen, Dose, Pingel. Absent: Erwin. Also in attendance: Sorlien, Mayabb, Mike Christiansen, Keith West.

Pledge of Allegiance: The Pledge of Allegiance was recited by all.

Approval of Agenda: Pingel moved, Tiarks seconded the correction of fund transfers on #9 agenda items from and to Debt Service for Resolution 5 and 7. Motion carried 4-0.

Approval of Minutes: Tiarks moved, Madsen seconded to approve the minutes from the April 10, 2019-Regular Meeting and April 30, 2019-Special Meeting. Motion carried 4-0.

Public Forum: Real estate classification by Pottawattamie County Assessor is separate than the city's zoning ordinances. Mike Christiansen left at 7:16 p.m.

Public Hearing Budget Amendment FYE 6/30/19: Dose moved, Pingel seconded to open the Public Hearing. Motion Carried 4-0. Motion carried. Public Hearing began at 7:16 p.m. No verbal or written input or concerns received by City Hall. Pingel moved, Madsen seconded to close Public Hearing at 7:18 p.m. Motion carried 4-0.

Resolution 201905-001 - Adopt Budget Amendment FYE 6/30/2019: Pingel moved, Tiarks seconded to approve Resolution 201905-001 to adopt the Budget Amendment FYE: 6/30/2019. Roll Call Vote: Tiarks-Yes, Madsen-Yes, Dose-Yes, Pingel-Yes. Motion carried 4-0.

Resolution fund transfers: Tiarks moved, Pingel seconded to approve Resolutions 2019-05-002, 2019-05-003, 2019-05-004, 2019-05-005, 2019-05-006, 2019-05-007. Roll Call Vote: Tiarks-Yes, Madsen-Yes, Dose-Yes, Pingel-Yes. Motion carried 4-0.

2019-05-002: Transfer from General Fund Account to Debt Service - \$60,956.25 for loan payment + \$100.00 Redemption Fee.

2019-05-003: Transfer from General Fund Account to Debt Service - of \$61,510.00 for loan payment.

2019-05-004: Transfer from Sewer Savings to Operating Account Sewer Fund, for SRF sewer loan payment of \$16,089.36.

2019-05-005: Transfer from Money Market -Debt Service to Operating Account Debt Service to make final payment on loan.

2019-05-006: Transfer from Money Market-General Fund, to Operating Account Sewer Fund for lift station payment to TS of \$91,416.19 effective 31MAY2019.

2019-05-007: Transfer from Money Market Account – Debt Service to Operating Account – Debt Service to pay off General Obligation Debt of \$167,635.36 effective 31MAY2019.

Request for Sewer Credit: Tiarks moved, Madsen seconded to reduce water sewer usage amount to 6,000 gallons for sewer bill, resulting in a balance adjustment. Motion carried 4-0. Madsen moved, Tiarks seconded to reduce water sewer usage amount to 9,000 gallons for sewer bill, resulting in a balance adjustment. Motion carried 4-0.

Block Party 9/21/19 Request by Friends of Underwood and Street Closure Request: Dose moved, Pingel seconded to approve the Friends of Underwood Block Party on 9/21/19 and approved the closure of 2nd Avenue between 3rd Street & 4th Street from 10 a.m. until midnight. Motion carried 4-0.

Phantom Fireworks Request: Pingel moved, Madsen seconded to approve Phantom Fireworks to sell 6/26/19-7/5/19 with operating hours from 8 a.m. to 8 p.m. at the property shown on the map (I-80 Sports Lounge parking lot) and contingent on Phantom Fireworks passing the Fire Marshal inspection and providing appropriate paperwork as a transient merchant to City Hall. Motion carried 4-0.

Keith West left at 8:07 p.m.

Resolution 201905-008: Setting the date for sale of General Obligation Corporate Purpose Bonds and authorizing the use of a preliminary official statement in connection therewith: Madsen moved, Dose seconded to approve Resolution 201905-008 setting the sale date-June 11. Roll Call Vote: Pingel-Yes, Dose-Yes, Madsen-Yes, Tiarks-Yes. Motion carried 4-0.

Municipal Pipe Tool Contract - amended terms effective 6/1/19: Tiarks moved, Madsen seconded to enter into the Municipal Pipe Tool Contract effective 6/1/19 for 5 years. Motion carried 4-0.

Council Bluffs Library Contract 2019-2020: Pingel moved, Dose seconded to approve the Council Bluffs Library Contract for 2019-2020. Motion carried 4-0.

Bobcat Skid-Loader Damaged from Flood/Replacement: Madsen moved, Dose seconded to go with ICAP Option 1, to retain the Bobcat as salvage and receive partial monies from ICAP. Motion carried 4-0.

Underwood Memorial Building Association Liquor License Requests July 1-September 30, 2019 and 4th of July Street Closure Request: Tiarks moved, Pingel seconded to approve UMBA transfers from the HALL to the beer garden for the following dates: Transfer to Beer Garden 7/2-7/9/19 (4th of July Celebration), Transfer back to the HALL from 7/9-7/20/19 (wedding reception), Transfer to beer garden 7/21-7/22 (RAGBRAI), Transfer back to HALL from 7/23-9/18 (several events), Transfer to beer garden from 9/19-9/24/19 (Block Party). Transfer back to HALL 9/25/19. Motion carried 4-0.

Tiarks moved, Pingel seconded to approve the 4th of July Street closures. Motion carried 4-0.

RAGBRAI Update/Wine on Wheels Agreement: Madsen moved, Pingel seconded to table this item. Motion carried 4-0.

Computer Windows 7 ends support 1/14/2020/Computer upgrade: Tiarks moved, Pingel seconded to table this item. Motion carried 4-0.

Emergency Generator: No action taken.

Lift Station #1 Progress, Status and Needs: No action taken.

Set Meeting for Strategic Planning: Madsen moved, Pingel seconded to set a Special Meeting for Strategic Planning on Monday, 6/17/19, at 6 p.m. Motion carried 4-0.

Approval to transfer Public Market to Operating account: Tiarks moved, Pingel seconded to transfer \$20,658.42 from the Public Money Market Account to the Operating Account. Motion carried 4-0.

Marne Elkhorn Phone Service Estimate: No action taken.

Iowa Municipal Benefits Plan: Pingel moved, Madsen seconded for looking at Iowa Municipal Benefits Plan health/dental insurance to get quotes. Motion carried 4-0.

Consent Agenda and Claims: Pingel moved, Tiarks seconded to approve Consent Agenda & Claims. IA DNR-\$175.00, Agriland-\$1557.60, Bluffs Electric-\$399.00, Century Link-\$380.53, Electric Pump-\$5935.09, First Wireless-\$510.00, Life Assist-\$5.83, MidAmerican Energy-\$2736.44, Midwest Benefit-\$41.25, Snyder & Associates-\$1572.50, US Bank VISA-\$2175.41, Wellmark-\$3577.70, US Postmaster-131.00, US Postmaster-\$93.80, Auditor State of IA-\$175.00, Senior Citizens of Underwood-\$650.00, EFTPS-\$2375.63, IPERS-\$1904.37, Senior Citizens-\$650.00.

15-May-19 CLAIMS FOR COUNCIL APPROVAL

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Agriland FS	Fuel	\$972.82
Bobcat	Broom, Edge, Nut/Bolts - street sweeper	\$351.16
Broeckelman & Assoc.	Audited Financial Statements	\$5,837.59
Cindy Sorlien	Mileage - Nov 18 to Apr 19	\$248.70
Computer Systems	Mo. Int Sec, Desktop, Server, Office 365 & Help Tickets	\$506.50
Counsel	Copier: Contract base rate charge/Contract clicks-4/19	\$68.00
Dennis Bardsley	Mileage-Meetings/Wastewater Testing Drop off	\$223.56
EMS Billing	April 2019	\$241.12
Great American Fin Services	Copier Lease - April 2019	\$114.50
Iowa DNR	Wastewater Operator License - Mayabb	\$60.00
Ideal Pure Water	April 2019 recurring water holder and 1 bottle	\$18.10
JDW Midwest	JDW Midwest Minimum Monthly Rate April 2019	\$250.00
Marne Elkhorn	Static IP Address May 2019	\$10.00
Max I Walker	Rug Cleaning 4/10/19, 4/24/19	\$43.32
Med Compass	Hazmat Physical/Hearing/Vision Testing	\$2,820.00
Midwest Benefit, Inc.	33 Firemen Death Contributions	\$41.25
Midwest Breathing Air LLC	Fire compressor Testing/Repair	\$807.29
Midwest Laboratories	Wastewater Lagoon Testing-March/April	\$1,310.00
M and K Mills Tree Service	Trash Service - April 2019	\$3,368.00
NMC Rental	Emergency Generator 4/11/19-5/8/2019 rental fee	\$2,420.37
Storey Kenworthy/MattParrott	Checks	\$478.76
Quill	Paper for building permit cards, columnar pad, folders	\$97.31
Regional Water	Water Usage April 2019	\$161.80
Southwest Iowa Clerks Assoc	Annual Dues City Clk/Admin, Deputy Clerk	\$40.00
Verizon Wireless	Wireless usage	\$168.27
	Subtotal	\$20,658.42
April Payroll	Staff	\$12,043.23
	Total	\$32,701.65

Reports:

Fire/Rescue Department: 75-80 runs, received new monitor, also received 2 thermal imaging cameras from IA West grant. Will work with consulting company write fire/rescue grant for SCBAs.

Mayor: None.

Clerk: Feral cats, WIDA responses due 5/30/19, FEMA exploratory meeting will be next week, pre-construction meeting will be set up for the middle of June 2019, IOWA DOT rest area looking to combine with Underwood.

Maintenance: Memorial Day-Marne Elk Horn continues to work. Public Works staff will work on storm sewers on North and Sunset. Marne Elk Horn assisted with truck for banners. Spike used on streets. Pothole patching – Westbound lane done; need to do Eastbound lane. Bench coming next week for cemetery-cement pad poured. Start working on 3rd Street for Junkwood & Ragbrai. Need to drag shoulders again with either grader or at an angle with the SPIKE prior to July 21 for Ragbrai.

Council Committees: Economic Development: City Admin. showed interested party in Old City Hall to rent.

Finance: Raes began working on Treasurer assignment. Personnel: Evaluations completed.

Streets: Construction will begin late June, early to mid-July.

Sewer: Will discuss at FEMA Exploratory meeting.

Cemetery: None. Water: None. Code Compliance: Committees will meet and work on specific ordinances. Parks: None.

Employee Evaluations/Raises - Possible Closed Session Pursuant to Iowa Code 21.5 (1)(i): No action taken.

Adjournment: Madsen moved, Dose seconded to adjourn the meeting. Mayor Bardsley adjourned the meeting at 9:47 p.m.

These minutes are as reported by the City Clerk/Administrator and subject to approval at the next regular council meeting.

Dennis Bardsley, Mayor

(attest) Cindy Sorlien, City Clerk/Administrator