

UNDERWOOD CITY COUNCIL - REGULAR MEETING MINUTES
Tuesday, June 11, 2019

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

Roll Call: In attendance: Madsen, Dose, Pingel, Erwin. Absent: Tiarks. Also present: Mayabb, Sorlien, and Nate Summers.

Pledge of Allegiance: The Pledge was recited by all.

Approval of Agenda: Erwin moved, Pingel seconded to approve the agenda. Motion carried 4-0.

Approval of Minutes: Dose moved, Madsen seconded to approve the May 15, 2019 Regular Meeting minutes. Motion carried 4-0.

Public Forum: Nothing was presented.

Resolution 201906-001 - Resolution Awarding General Obligation (GO) Corporate Purpose Bonds, Series 2019: Pingel moved, Madsen seconded to approve Resolution 201906-001. Roll Call Vote: Madsen-Yes, Dose-Yes, Pingel-Yes, Erwin-Yes. Motion carried 4-0.

Setting Date for Final Issuance Resolution of GO Bond: Dose moved, Madsen seconded to set the date for the Final Issuance Resolution of GO Bond to Monday, June 17 at 6 p.m. Motion carried 4-0.

Resolution 201906-002 - Resolution to Close Bank Account for Fire Fund and Transfer balance to ANB Public Money Market Account for Fire-Rescue: Erwin moved, Pingel seconded to approve Resolution 201906-002. Roll Call Vote: Erwin-Yes, Pingel-Yes, Dose-Yes, Madsen-Yes. Motion carried 4-0.

Resolution 201906-003 - Resolution to Close Bank Account for Ambulance Fund and Transfer balance to ANB Public Money Market Account for Fire-Rescue: Erwin moved, Dose seconded to approve Resolution 201906-003. Roll Call Vote: Pingel-Yes, Erwin-Yes, Dose-Yes, Madsen-Yes. Motion carried 4-0.
Nate Summers left at 7:33 p.m.

Resolution 201906-004 - Resolution Terminating Paying Agent and Registrar and Transfer Agent Agreements with Bankers Trust Company and Approving new Paying Agent and Registrar Agreement with BOKF, National Association: Pingel moved, Dose seconded to approve Resolution 201906-004 to terminate paying agent and registrar and transfer with Bankers Trust Company and Approved new Paying Agent and Registrar Agreement with BOKF, National Association. Roll Call Vote: Madsen-Yes, Erwin-Yes, Dose-Yes, Pingel-Yes. Motion carried 4-0.

Outside organization use requests of city equipment/buildings: Discussion regarding requests. Council directed City Administrator to speak to Friends of Underwood President. Public Works staff will water the flowers in town 5 days per week, unless impending rain that day.

Lift Station Pumps - Service Agreement Approval: Erwin moved, Madsen seconded to approve a 3 year Pump Maintenance Service Agreement for 2019, 2020, and 2021. Motion carried 4-0.

Watershed/Easement - North to Charles Drive Recommendations: Pingel moved, Madsen seconded to send out RFP for engineer for quotes for the Watershed/Easement from North to Charles Drive, for shaping, and to include the 3 tubes on Charles Drive. Roll Call Vote: Erwin-Yes, Pingel-Yes, Dose-Yes, Madsen-Yes. Motion carried 4-0.

Streets Committee Recommendations Retaining Wall North Street: Madsen moved, Pingel seconded to add to the RFP the retaining wall on North Street, to put something permanent. Roll Call Vote: Erwin-Yes, Pingel-Yes, Dose-Yes, Madsen-Yes. Motion carried 4-0.

Snow Removal Ordinance Recommendation: Pingel moved, Erwin seconded to approve proposed snow ordinance and move forward. Motion carried 4-0.

Skid Steer Replacement: Erwin moved, Dose seconded to table. Erwin-Aye, Dose-Aye, Madsen-Aye, Pingel-Naye. Motion carried 3-1.

Sewer Committee Recommendations for Smoke Testing and Sewer Camera Inspection: Council directed Public Works Director to have estimates for the next meeting from the company the city has a current contract.

Lift Station #1 Progress, Status and Embankment: MER Engineering moving forward with Lift Station #1 project and plans for embankment on Mosquito Creek restoration plans to bring to council.

Demolition Approval of City Building at 142 Third Street: Review of quotes. Discussion to see if it company could demolish by July 21, they will try their best. Madsen moved, Dose seconded to approve the National Concrete Cutting, Inc. quote of \$10,500.00. Motion carried 4-0.

Resolution 201906-005 - Awarding Audit Request For Proposal: Erwin moved, Pingel seconded to approve Resolution 201906-005 Awarding the Audit Request for Proposal to Broeckelman and Associates for 3 years. Roll Call Vote: Pingel-Yes, Madsen-Yes, Dose-Yes, Erwin-Yes. Motion carried 4-0.

City Banners and Decorations: Erwin moved, Dose seconded to purchase 17 red banners for city decorations from Northern Lights Display for \$1,870.00. Motion carried 4-0.

Council directed City Clerk/Administrator to form a committee with one representative from Council, one from Friends of Underwood, one from Optimists, and one from UMBA, along with City Clerk/Administrator to choose Christmas pole decorations and determine if organizations would be willing to donate money towards the purchase.

Floodplain Ordinance Recommendation: Pingel moved, Erwin seconded to move forward with the proposed Floodplain Ordinance recommendations. Motion carried 4-0.

11-Jun-19 CLAIMS FOR COUNCIL APPROVAL

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Able Locksmith	Service Call	\$105.00
Agriland FS	Fuel	\$1,047.97
Anna Katzer	Jan 19-June 30 Cleaning City Hall 1st Half of 2019	\$900.00
Bobcat	Broom, Edge, Nut/Bolts - street sweeper	\$674.57
Computer Systems	Help Desk- Updates to software	\$160.00
Computer Systems	Mo. Int Sec, Desktop, Server, Office 365 & Help Tickets	\$506.50
Counsel	Copier: Contract base rate charge/Contract clicks-4/19	\$135.56
EMS	Ambulance Services	\$322.13
Great American Fin Services	Copier Lease - April 2019	\$114.50
Henningsen Construction, Inc.	Cold Patch-Ticket No. 00470	\$957.00
Ideal Pure Water	April 2019 recurring water holder and 1 bottle	\$9.00
IA Municipalities Workers Comp	Work Comp Premium 19-20	\$5,347.00
Iowa City/County Mgt. Assn.	City/County Mgmt. Association	\$120.00
Iowa League of Cities	Member Dues July 1, 2019-June 30, 2020	\$802.00
Iowa One Call	Iowa One Calls Jan-April 2019	\$42.30
Iron Mountain	Shredding Service 4/24/19-5/28/19	\$65.49
JDW Midwest	JDW Midwest Minimum Monthly Rate May 2019	\$250.00
Life Assist	Supplies for Fire Dept./Rescue	\$844.16
Marne Elkhorn	Static IP Address May 2019	\$10.00
Max I Walker	Rug Cleaning 5/8/19 & 5/22/19	\$43.32
Menards	Maintenance Parts for Equipment, Bldg. Repair, Streets	\$96.05
MidAmerican Energy	Electricity Reads 5/6/19	\$2,390.51
Midwest Laboratories	Wastewater Lagoon Testing-May 2019	\$722.80
Midwest Benefit	Death Benefit for 33 Firemen @ 1.25	\$41.25
M and K Mills Tree Service	Trash Service - May 2019	\$3,368.00
Neola Gazette	Mtgs pub. 4/10, 4/30, 5/15 & Public Hearing Notice 5/2	\$476.20
NMC Rental	Emergency Generator 5/8/19-5/16/2019 rental fee	\$691.68
NMC Rental	Emergency Generator 5/17/19-6/5/2019 rental fee	\$1,728.69
Pottawattamie County Treasurer	Animal Control Contract 1/1/19-6/30/19	\$1,375.50
Regional Water	Water Usage May 2019	\$132.00
Sam's Club Direct	Membership Fee & Service Fee for Office Supplies	\$110.00
Underwood Farm Supply	Chemical Supplies for Parks & Cemetery	\$112.60
US Bank Visa	Postage, FAA License Fee, LNCH Lift Station, Fees	\$75.58
Verizon Wireless	Wireless usage	\$167.59

Wellmark	July 2019 premium	\$3,577.70
	Sub-total	\$27,522.65
May Payroll	Staff	\$18,204.71
	Total	\$45,727.36

Consent Agenda and Claims: EFTPS-\$2444.31, IPERS-\$1,041.90, Wellmark-\$3577.70, Dearborn-\$223.80, US Postmaster-\$100.45 Erwin moved, Pingel seconded to approve the Consent Agenda and Claims. Motion carried 4-0.

Reports:

Fire/Rescue Department: 108 runs

Mayor: None

Clerk: Treasurers report

Maintenance: Park bathrooms unplugged today, 6/11. Marne Elkhorn will begin hooking up some fiber optic lines.

Economic Development: Possible development being worked out.

Finance: Try to schedule audit for August.

Personnel: Insurance Premium increased, need to look for different plans.

Streets: None

Sewer: None

Cemetery: Bench that was donated was put in place by Memorial Day.

Water: None

Code Compliance: Continue as noted above.

Parks: None.

Employee Evaluations Raises - *Possible Closed Session Pursuant to Iowa Code 21.5 (1)(i)*: Discussion of evaluation. Madsen moved, Dose seconded to increase hourly rate for Public Works Director by 3.5% effective 6/17/19. Motion carried 4-0.

Adjournment: Erwin moved, Dose seconded to adjourn. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 9:46 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