

**Underwood City Council Meeting Minutes**  
**Tuesday, August 13, 2019**

**Call to Order:** Mayor Bardsley called the meeting to order at 7 P.M.

**Roll Call:** Mayor Bardsley, Dose, Erwin, Madsen, Pingel, Tiarks. Also Present: Mayabb, Sorlien, Lance Rossow (left 8:12 p.m.), Toni Tabbert (left 8:12 p.m.), Dave Sturm (left 8:25 p.m.), Geneie Andrews (left 9:24 p.m.), Ashleigh Robinson (left 9:01 p.m.), Royce Forbush (left 9:01 p.m.), Kristen Bladt (left 9:01 p.m.)

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

**Approval of Agenda:** Erwin moved, Pingel seconded to move #25 item to #12, and approve agenda. Motion carried 5-0. No council member stated a conflict of interest with any agenda items.

**Approval of Minutes:** Pingel moved, Tiarks seconded to approve the minutes of July 9, 2019-Regular Meeting and clarify January 8, 2019 Minutes. Motion carried 5-0.

**Public Forum:** None.

**Floodplain Ordinance 2<sup>nd</sup> and 3<sup>rd</sup> Reading:** Pingel moved, Dose seconded, to approve 2<sup>nd</sup> reading & waive 3<sup>rd</sup> reading for the Floodplain Ordinance. Roll Call Vote: Pingel-Yes, Erwin-Yes, Dose-Yes, Madsen-Yes, Tiarks-Yes. Motion carried 5-0.

**Snow Removal Ordinance 2<sup>nd</sup> and 3<sup>rd</sup> Reading:** Pingel moved, Dose seconded to approve the 2<sup>nd</sup> reading & waive the 3<sup>rd</sup> reading of the Snow Removal Ordinance. Roll Call Vote: Pingel-Yes, Erwin-Yes, Dose-Yes, Madsen-Yes, Tiarks-Yes. Motion carried 5-0.

**Angle Parking Ordinance and 1<sup>st</sup> Reading:** Pingel moved, Tiarks seconded to approve the 1<sup>st</sup> reading and set public hearing for next meeting 9/10/19 at 7 P.M. Roll Call Vote: Pingel-Yes, Erwin-Yes, Dose-Yes, Madsen-Yes, Tiarks-Yes. Motion carried 5-0.

**Review of Request for Qualifications of Engineer Submissions related to Mosquito Creek Disaster-Related Flooding**

**Embankment Erosion:** Madsen moved to table the RFQ for Mosquito Creek, Erwin seconded. Motion carried 5-0.

**Request for Extending North Street Pavement East End - Possible Change Order:** Madsen moved, Tiarks seconded to replace street to East of Railroad Highway, East end of North Street property line. Motion carried 5-0.

**Lift Station #1 Progress, Status and Soil Bore Testing Results - (MER Engineering):** Changes were made by MER Engineering to natural gas, and added the electrical plans and specifications are ready to be submitted to DNR. MER will complete joint application to build in the flood plain. The soil at Lift Station #1 property needs to be de-watered, as there is a high water table. DNR is still out 60 days. No action taken.

**Lagoon Flow Study Report Response from DNR: Lagoon/Sewer overseen by City, or Operator by Affidavit or Third Party:** Need to do a new flow study for the lagoon in the future. Madsen moved, Pingel seconded to hire Casey Baragary as the Operator by Affidavit, at previous monthly rate. Motion carried 5-0.

**Annual Lift Station Pump Maintenance Inspection Results and Estimates for Lift Station #2 pump and Estimates for Lift Station #1 pump:** Erwin moved, Pingel seconded to buy new Gorman Rupp pump for LS #2. Motion carried 5-0. LS #1 Fairbanks pump waiting for an estimate. Use the Fairbanks pump pulled and switch pumps, if necessary. No action taken.

**Smoke Testing and Sewer Camera Inspection Update:** This will be completed in late August or September. No action taken.

**Watershed Committee Recommendations from North Street to Charles Drive:** Bioswale grass requires less maintenance. Start at the top of North Street, work with developer to develop a retention pond on north side to help cut down on the silt. Madsen moved, Tiarks seconded to move forward with bioswales for watershed from North Street to Charles Drive and bioretention cells for Charles Drive to 3<sup>rd</sup> Street. Motion carried 5-0.

**Retaining Wall between 4<sup>th</sup> Ave and Clark Circle on South Side of North Street:** Madsen moved, Tiarks seconded to move forward and communicate with two engineers for RFPs with removing retaining wall and slope the land from sidewalk up and may need to work around or remove old water tower infrastructure. Motion carried 5-0.

**Christmas Committee Recommendations for City Light Pole Decorations then Council review of quotes:**

**Crosswalk at corner of 3<sup>rd</sup> Street at Railroad Highway Crossing Railroad Highway:** Madsen moved, Erwin seconded to paint the crosswalk by Elementary School and for city staff to research with the county, school, and insurance, and return to next council meeting with information. Motion carried 5-0.

**Sever Balance Request for Removal and Balance Adjustment Requests:** Tiarks moved, and Madsen seconded to remove 10,000 gallons, which results in a balance adjustment. Motion carried 5-0. Pingel moved, Madsen seconded to approve the balance adjustment for the duplicate billing in the specific landlord/renter sewer bill. Motion carried 5-0.

**Minimum Monthly Charge for Sewer and Garbage Request:** No action taken.

**Health Insurance Plan Change Effective 9/1/19 - Resolution 19-08-01:** Tiarks moved, Madsen seconded to offer 3 options for United Healthcare effective 9/1/19. Motion carried 5-0. **Resolution 19-08-01:** Erwin moved, Madsen seconded to approve Resolution 19-08-01 to pay 80/20 for insurance for city employees. Roll Call Vote: Erwin-Yes, Dose-Yes, Madsen-Yes, Pingel-Yes, Tiarks-Yes. Motion carried 5-0.

**Computers and Hardware Purchase for City Hall/Fire Department as Windows 7 will not be supported and end of year:** Madsen moved, Tiarks seconded to purchase computers and monitors that will be supported from Computer Systems LLC. Motion carried 5-0.

**Streets Project 2019 Accounts Payable Invoices:** Pingel moved, Tiarks seconded to approve the application for partial payment of the 2019 Streets Project, of \$159,408.47, and holding back 5% retainage until project completed. Motion carried 5-0.

**Geographical Information Systems (GIS) direction - city complete itself or third party implementation:** City will include in next budget of the end of the fiscal year. No action taken.

**Floodplain Permit Application Development:** Pingel moved, Dose seconded to approve Form #401 for Floodplain Development Permit Application. Motion carried 5-0.

**Mowing Rate to Charge for City Staff regarding Nuisance Abatement:** Follow-up by city staff.

**Consent Agenda and Claims:** Pingel moved, Tiarks seconded to approve the consent agenda and claims. All ayes; motion carried 5-0. Sales Tax-\$812.00, Withholding-\$1233.00, FLSCO - \$1800.00, Connie Barnett-\$48.02, US Postmaster - \$100.45, UMBA - \$1,000.00

## 13-Aug-19 CLAIMS FOR COUNCIL APPROVAL

Business	Service	Amount
Agriland FS	Fuel	\$947.23
Arrow	EZ-IO Power Driver	\$259.53
Bobcat	Rental of S750 7/2-7/9/19	\$880.00
Bomgaars	Trimmer line and oil	\$65.92
Century Link	Phone Bill	\$171.07
Computer Systems	Mo. Int Sec, Desktop, Server, Office 365 & Help Tickets	\$566.50
Counsel	Copier: Contract base rate charge/Contract clicks	\$147.06
DNR	NPDES Permit fee 7/1/19-6/30/20	\$210.00
EMS	Ambulance Services	\$307.67
First Wireless	M6 pagers - 5 and belt clips - 4	\$2,325.72
G & T Services	Restrooms for JunkWood	\$150.00
Great American Fin Services	Copier Lease	\$114.50
Ideal Pure Water	July 2019 recurring water holder and 1 bottle	\$18.10
IPERS	July	\$1,977.02
EFTPS	July	\$2,508.86
JDW Midwest	JDW Midwest Minimum Monthly Rate July 2019	\$2,301.65
Kubota	Parts for Kubota mower	\$1,947.84
Life Assist	electrodes, filterline, medical supplies	\$387.76
Marne Elkhorn	Static IP Address August 2019	\$10.00
Max I Walker	Rug Cleaning 7/17/19	\$21.66
Menards	PVC Pipe and supplies	\$118.78
MER Engineering	City Council meetins, update DNR 2/19, Engineer flow study	\$2,505.00
MidAmerican Energy	July 2019 electricity	\$2,925.41
Midwest Breathing	fire compressor repair	\$676.35
Midwest Laboratories	Wastewater Lagoon Testing-July 2019	\$662.50
Midwest Benefit	Death Benefit for 33 Firemen @ 1.25	\$41.25
M and K Mills Tree Service	Trash Service - July 2019 and RAGBRAI trash (200)	\$3,568.00
NAPA Auto Parts	Non-deter 30 qt	\$29.94
NMC Rental	Emergency Generator 7/4/19-7/31/2019 rental fee	\$2,420.37
Regional Water	Water Usage May 2019	\$198.00
Snyder & Associates	Engineer Construction Svcs - Streets 2019 Project	\$5,397.88
Unity Point Clinic	Random Drug Test and MOR Review	\$42.00
United Parcel Service	June 13 Same Day Pickup	\$7.42
US Bank	Drone, Municipal Professional Institute stay/meals	\$2,505.35
Verizon Wireless	Wireless usage	\$169.79
	Sub-total	\$36,586.13
July Payroll	Staff	\$12,563.67
	Total	\$49,149.80

Reports:

Public Works: Director accepted another position.

Open Public Works Position Full-Time and Public Works Job Description: Open until job is filled.

Fire/Rescue Department: 160 runs for the year.

Mayor: New restaurant opening by November 1, at latest, Garcia's Family Mexican Restaurant.

Clerk: Working on projects for infrastructure and financials.

Council Committees: Economic Development: See above.

Finance: Audit next week.

Personnel: Internal posting completed.

Streets: None.

Sewer: None.

Cemetery: None.

Water: None.

Code Compliance: None.

Parks: None.

Adjournment: Erwin moved, Pingel seconded to adjourn. Meeting adjourned at 10:03 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