

**UNDERWOOD CITY COUNCIL**  
**REGULAR MEETING MINUTES-Tuesday, November 17, 2020**

**Call to Order:** Mayor Dennis Bardsley called the meeting to order on November 17, 2020 at 6:00 p.m.

**Roll Call:** Present: Forbush, Madsen, Pingel, Tiarks, Dose. Also present: Sorlien. Jeff Godwin via phone for Watershed update.

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

**Approval of Agenda:** No board member stated a conflict of interest with any agenda items. Madsen moved, Pingel seconded to approve the agenda. Motion carried 5-0.

**Approval of Minutes:** Dose moved, Forbush seconded to approve the October 14, 2020 Regular Council Meeting minutes. Motion carried 5-0.

**Public Forum:** There were no public present. Nothing was provided to City Hall to bring to the meeting.

**Watershed Quality Initiative Stormwater-Bioswale Project Design:** City called Jeff Godwin, Engineer, for update on project. Phone call lasted from 6:02 p.m. to 6:06 p.m. No action taken.

**Lift Station #1 Change Order #3 Approval:** Tiarks moved, Pingel seconded to approve Lift Station #1 Change Order #3 to reconstruct gravity sewer main from existing manhole to the new wet well, installing a 22.5 degree elbow such that the new main will enter the wet well in a perpendicular manner. Relocate the trash basket to center directly below the access hatch. No monetary increase or decrease. Motion carried 5-0.

**Annual Service agreement on Kohler Emergency Generator:** Madsen moved, Pingel seconded to table and request a bid for both emergency generators at Lift Station 1 and Lift Station 3. Motion carried 5-0.

**Balance Adjustment Requests/Approvals:** Pingel moved, Tiarks seconded to approve a one-time adjustment of 10,000 gallons to resident. Motion carried 5-0. Pingel moved, Madsen seconded to approve 2 months consumption adjustment to resident. Motion carried 5-0.

**Approve TIF Debt Certifications:** Pingel moved, Tiarks seconded to continue with the internal loan payment through the TIF Debt Certification. Motion carried 5-0.

**Establish date and time for Public Hearing for the proposed new Code of Ordinances:** Madsen moved, Pingel seconded to establish the date and time for the Public Hearing for the proposed new Code of Ordinances for Wednesday, 12/9/2020 at 6 p.m. Motion carried 5-0.

**Resolution 20-11-01: Directing the Clerk to Publish Notice of Hearing on the Adoption of the Proposed Code of Ordinances of the City:** Dose moved, Pingel seconded to approve Resolution 20-11-01. Roll Call Vote: Dose-Yes, Tiarks-Yes, Pingel-Yes, Madsen-Yes, Forbush-Yes. Resolution passed 5-0.

**Resolutions 20-11-02 and 20-11-03:** Pingel moved, Tiarks seconded to approve Resolution 20-11-02 and 20-11-03. Roll Call Vote: Forbush-Yes, Madsen-Yes Pingel-Yes, Tiarks-Yes, Dose-Yes. Resolutions passed 5-0.

**Resolution 20-11-02:** Approve Urban Renewal Report FYE 30JUN2020:

**Resolution 20-11-03:** Approve Annual Finance Report FYE 30JUN2020

**Resolution 20-11-04: Discussion and/or decision regarding public mask policy in City Buildings:** No action taken, follow state guidelines.

**Resolutions 20-11-05, 20-11-06, 20-11-07, 20-11-08, 20-11-09, 20-11-10:** Pingel moved, Madsen seconded to approve Resolutions 20-11-05, 20-11-06, 20-11-07, 20-11-08, 20-11-09, and 20-11-10. Roll Call Vote: Pingel-Yes, Tiarks-Yes, Madsen-Yes, Forbush-Yes, Dose-Yes. Resolutions passed 5-0.

**Resolution 20-11-05:** Approval to pay GO Bonds 2015 Interest Due \$4606.25, \$225.00 of Paying Agent Fee—Total \$4831.25. Transfer out of Fire (\$4106.56) and Road Use (\$724.69) -Transfer In for Debt Service:

**Resolution 20-11-06:** Approval to pay GO Bonds 2019 Interest Due \$6,285.00, \$225.00 of Paying Agent Fee—Total \$6510.00. Transfer out of Road Use(\$ 5,533.50) and Sewer (\$976.5)-Transfer In for Debt Service:

**Resolution 20-11-07:** Approval to pay GO Bonds 2013 Principal Due of \$11,056.52, Interest of \$968.98 and Fees - \$175.00 - Total - \$12,200.50. Transfer out of Streets and Transfer In for Debt Service:

**Resolution 20-11-08:** Approval to pay GO Bonds 2020 Interest Due-\$1,623.25 and Fees-\$225.00, Total-\$1,848.25. Transfer out of Public Safety and Transfer In for Debt Service:

**Resolution 20-11-09:** Approval to pay State Revolving Fund (2015) Interest Due-\$1,583.19 and Fees-\$226.17, for a total of \$1,809.36. Transfer out of Sewer Fund and Transfer In for Debt Service:

**Resolution 20-11-10:** Approval to pay State Revolving Fund (2020) Interest Due-\$1,683.48 and Service Fee - \$240.50, Total of \$1,923.98. Transfer out of Sewer Fund and Transfer In for Debt Service:

**Set Hearing Date for the Sum of the Proposed Maximum Property Tax Dollars Hearing:** Forbush moved, Madsen seconded to table until next month regular meeting. Motion carried 5-0.

**Consent Agenda and Claims:** Tiarks moved, Madsen seconded to approve the Consent Agenda and Claims. Motion carried 5-0. Great America Fin. Svcs-\$114.50, Salvo's Contracting-\$156.50, McCarthy Trenching-\$170,668.22, Mccarthy Trenching-\$85,334.11, Ring Construction-\$26,218.11, Bomgaar's=\$136.5, Max I Walker-\$64.98, US Postmaster-\$79.80, Ted's Mower-\$399.99, IMWCA-\$763.00, Snyder & Assoc.-\$3,900.20, Albright Parts-\$45.18, Regional Water-\$198.00, BNSF-\$4,500.00, Wellmark-\$139.29, EFTPS-\$2,749.21, IPERS-\$,985.23, United Health-\$3,205.04, MidAmerican-\$2,154.01, US Bank-\$1,046.59

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Bobcat	T66 T4 Bobcat Compact Track Loader	\$18,253.92
Bok Financial	GO 2020 Bond Acceptance Fee	\$300.00
Broeckelman	50% Audit Fee	\$3,775.00
Casey Baragary	Operator by Affidavit services for October 2020	\$600.00
Cindy Sorlien	Mileage - wastewater sample testing to Omaha, bank, supplies	\$204.70
Computer Systems Inc	CS Internet Security-Cyber Sentry SC-Desktop/Server, Offsite Back-up Office 365 - December 2020	\$642.25
Council Bluffs Public Library	Fiscal Year commencing July 1, 2020 -Dec31 2020	\$3,526.59
Counsel Technology	Contract base rate charge (10/26/20-11/25/20) and contract clicks charge (9/26/20-10/25/20)	\$207.99
Daily Nonpareil	Publish spec Oct.6 mtg min/Oct 14th Reg mtg. rev/exp	\$173.07
Dennis Bardsley	Mileage - wastewater sample testing to Omaha	\$239.20
Dorsey & Whitney	Legal Services thru Oct 31 2020	\$18,000.00
EP Electric Pump	LS#3 -pump 1 Jam cleared srvc call	\$822.50
Great American Fin. Svcs.	Lease RICOH MPC3004EX Copier monthly charge	\$114.50
Gworks	Annual lic. Fee 1/1/2021-12/31/2021, Support Agreement fee	\$3,125.10
Ideal Pure Water	Monthly Fee 10/1-10/31/2020	\$18.35
Iowa One Call	October One Calls	\$25.20
IPI	Golf cart permit	\$96.00
Iron Mountain	Shredding Service 09/23-10/27/2020	\$88.42
Jennie Ed Pharm	Pharm usage	\$12.79
JDW Midwest	October 2020 building permits	\$250.00
Life Assist	Alcohol Wipes, Face masks	\$712.90
Marne Elk Horn	Phone service for 11/01/-1/30/2020	\$196.57
Max I. Walker	Blue Grey Mat	\$21.66
McKee Trucking	Hauling road rock	\$1,260.00
MER Engineering	review shop drawings, PreCON Meeting, ect...	\$8,305.00
Menards	2x6-16' posts, driver, screws, nails,conduit	\$581.26
MES-Municipal Emergency Svc	SCBA service call - battery	\$76.20
MidAmerican Energy	1-month new service	\$108.67
MidAmerican Energy	Electricity/Natural Gas Read Date 11/3/2020	\$2,697.15
Midwest Laboratories	Wastewater lagoon testing for October 2020	\$680.20
Midwest Benefit	30 firemen benefit @ \$1.25 each	\$37.50
MTS/M&K Mills	Monthly Trash Service - October 2020	\$3,474.00
Pay Less	Office Supplies	\$179.65
Pottawattamie County Public Health	Animal Control Service 7/1-12/31/2020	\$1,604.75
Pro Tech	Power/ground cable, Trick side,90	\$59.53
Quick Med Claims (EMS)	Ground trips and revenue	\$78.14

Schildberg Construction	Road Rock	\$2,165.15
Simmering-Cory	Final Code	\$800.00
Snyder & Associates	Engineering	\$742.50
US Bank VISA	Trng, keys, off supp, trk rpt, adobedc	\$715.57
Verizon Wireless	Phone service for 9/26/2020-10/25/2020	\$168.96
Wellmark	Dental insurance12/01-12-31/2020	\$139.29
	Sub-total	\$75,280.23
September	October 2020 Payroll	\$12,620.64
	Total	\$87,900.87

**Reports:**

Fire/Rescue Department: 259 runs for the year, going with Scott for SCBAs

Mayor: Christmas decorations going up this week and next week. Public Works will put up Friends of Underwood holiday scene display at their request.

Clerk: Treasurer Report, not moving forward with remote scanning, Traffic Counts completed with assistance from 3 citizens, sent paperwork/check to BNSF for railroad easement.

Maintenance: Lagoon outbuilding complete by public works staff, continuing to work on sampler box at lagoon.

Economic Development: none

Finance: none

Personnel: none

Streets: none

Sewer/Water: Sewer Committee has met consistently with construction of Lift Station 1 improvements

Cemetery: none

Code Compliance: none

Parks: Christmas light pole decorations and banners/enhancers will be going up in the city

**Closed Session pursuant to IA code section 21.5(j):** Did not go into closed session.

**Possible Action from Closed Session:** No action taken.

**Adjournment:** Madsen, Pingel moved to adjourn the meeting. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 7:32 p.m.

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

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Dennis Bardsley, Mayor

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(attest) Cindy Sorlien, City Administrator/Clerk