

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, April 12, 2022

Call to Order: Mayor Dennis Bardsley called the meeting to order on Tuesday, April 12, 2022, at 6 p.m.

Roll Call: Forbush, Madsen, Pingel, Dose. Absent: Tiarks. Also in attendance: D. Powell, C. Sorlien, John Rasmussen, Jeff Godwin, Todd Erwin.

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

Approval of Agenda: No council member has a conflict of interest with any agenda items. Pingel moved, Madsen seconded to approve the agenda. Motion carried 4-0.

Approval of Minutes: Madsen moved, Forbush seconded to approve the March 8, 2022, Regular Meeting minutes. Motion carried 4-0.

Public Forum: There were no public comments.

Friends of Underwood Request to move forward with Mural for Fire Department West Exterior Wall: No one from organization in attendance. Pingel moved, Madsen seconded for Friends of Underwood to move forward with the mural project. Motion carried 4-0. City Administrator researched 13 separate grants prior to meeting where criteria don't qualify; however there are more to research. Friends of Underwood is looking into several grants as well.

Set Date for City Wide Garage Sale: Madsen moved, Pingel seconded to set Saturday, June 4, 2022, as the date for the City Wide Garage Sale. Motion carried 4-0.

Resolution 30-2022 : Approval of Co-Submission of RISE Grant with Pottawattamie County for Secondary Road Extension Project: Pingel moved, Madsen seconded to approve the joint Resolution 30-2022 for Approval of Co-Submission of RISE Grant with Pottawattamie County for Secondary Road Extension Project. Roll Call Vote: Dose-Yes, Pingel-Yes, Madsen-Yes, Forbush-Yes, Tiarks – Absent. Resolution adopted 4-0. John Rasmussen left at 6:14 p.m.

Wastewater Treatment Plant Options Approval (Jeff Godwin, Engineer): Jeff Godwin, Engineer discussed three separate possibilities for improvement of the city's aerated 3-cell lagoon. Engineer will complete an analysis for all three to present at the next council meeting. No action taken. Jeff Godwin left at 6:57 p.m. Todd Erwin arrived at 6:57 p.m.

Partial Payment App #3 – Driver Sewer and Plumbing for Sanitary Sewer Extension: Madsen moved, Pingel seconded to approve Pay App #3 \$23,778.50 for the Sanitary Sewer Extension. Motion carried 4-0.

Approval of Radar Speed Sign Purchase due to Damage During Snow Related Conditions: Madsen moved, Forbush seconded to contact insurance and purchase another radar sign to replace the damaged one. Motion carried 4-0.

Approval of Moving Forward with Demolition of 625 Highway Street Main Building: Dose moved, Madsen forwarded to move forward with the demolition of 625 Highway Street main building and apply/utilize grants where applicable. Motion carried 4-0.

Maintenance Report: There were 66 sophomores from Underwood High School and several teacher chaperones that assisted the City Public Works during Integration Day. Students spread playground mulch at the Fire Department Park and Trailhead Park, raked leaves, and picked up trash. Their involvement was impressive and Thanks to all. Public works sprayed and fertilized at the Parks/Cemetery. Cement receptacles made that may be used over pins to stay flush at the ground for mowing at the cemetery. Municipal Pipe and Tool will be coming by the end of May to camera more of the sewer lines. 625 road building is almost complete. Installation of the city owned furnaces will be next. Bids for plumbing will be attained. City Hall siding will be done by the end of April. The sidewalk handicap ADA current approved will arrive next week and will be installed in better weather. The park bathroom water will be turned on after the last freeze and opened. Also working on the hot box for 3rd street to fill road cracks.

Discussion/Approval of Vacant City Property Located at 218 Second Street: Discussion on what to do with Old City Hall and the park located at 218 Second St. Fire Department is renting property to house the gator and trailer to be readily available for grass fires. Discussion on addition to the side of the existing Fire Department wall to utilize and keep the walk-in door. If Old City Hall were demolished, there could possibly be a bigger addition. City Council directed city staff to draw up a resolution for the park and research criteria for use of American Rescue Plan funds, for a possible extension of the existing Fire Department building. No action taken. Powell left at 7:37 p.m.

Board of Adjustments Vacating Seat: Steve Fanslau will be moving out of the community at the end of April 2022 creating a vacancy. Pingel moved, Madsen seconded to appoint Todd Erwin to the Board of Adjustments Committee. Motion carried 4-0.

Resolution 22-04-01: City Approval or Declining First Right of Refusal for Purchase of Property at 401 Highway Street: Madsen moved, Pingel seconded to approve Resolution 22-04-01 Approving the Declining First Right of Refusal for Purchase of Property at 401 Highway Street. Roll Call Vote: Forbush-Yes, Pingel-Yes, Madsen- Yes, Dose – Yes. Tiarks-Absent. Resolution adopted 4-0. City Administrator will take Resolution to Pottawattamie County Recorder Office for filing.

Resolution 22-04-02 Setting Date for a Public Hearing on Designation of the Fieldcrest Phase 4 Urban Renewal Area and on Urban Renewal Plan and Project: Madsen moved, Pingel seconded to approve Resolution 22-04-02 Setting Date for a Public Hearing on Designation of the Fieldcrest Phase 4 Urban Renewal Area and on Urban Renewal Plan and Project for Tuesday, May 10, 2022, at 6 p.m. Roll Call Vote: Pingel-Yes, Dose-Yes, Forbush-Yes, Madsen-Yes. Tiarks-Absent. Resolution adopted 4-0.

Approval of Municipal Advisor Services Agreement with DA Davidson: Pingel moved, Dose seconded to approve the municipal advisor services agreement with DA Davidson. Motion carried 4-0.

Approval of Engineering Agreement with Snyder and Associates for Charles Drive: Pingel moved, Forbush seconded to approve the Engineering Agreement with Snyder and Associates for the Charles Drive streets project. Motion carried 4-0.

Balance Adjustment - Sale of House: Madsen moved, Forbush seconded to approve balance adjustment. Motion carried 4-0.

Approval of Authorizing Personnel Committee to move forward with Open Position Hire: Madsen moved, Forbush seconded to approve the Personnel Committee to move forward to hire Part-time Administrative position and seasonal public works position. Motion carried 4-0.

Consent Agenda and Claims: Pingel moved, Madsen seconded to approve the consent agenda and claims. Motion carried 4-0. Wellmark-\$139.29, Underwood Post Prom-\$250.00, Pott Co Sheriff-\$159.00, MidAmerican Energy-\$3117.42, United Healthcare-\$2800.25, State of IA Auditor-\$250.00, US Postmaster-\$74.00, CLIA-\$180.00, IA DNR-\$30.00, Regional Water-\$215.00, Driver Plumbing-\$30688.80, EFTPS-\$2907.90, State Withholding-\$1251.00, IPERS-\$2055.11

Able Locksmith	Medeco Key Comb Change	\$225.00
Agriland	Fuel-Fire/City-Feb/Mar 22	\$1,400.13
Bomgaars	Cemetery eqpt spray	\$559.99
Casey Baragary	Operator by Affidavit Mar 2022	\$600.00
CHI Occup Health	Rapid 5 test	\$39.00
Csorlien	Mileage Mar 22	\$363.29
Computer Systems LLC	Mo. IT svcs/backup/Warranty	\$824.50
Counsel Office and Doc.	Copier RT 2/26-3/25/22	\$70.60
Daily Nonpareil	Publications	\$629.63
Danko Emer Eqpt	6" Zinc intake screen/conv-repr kit	\$272.80
Electric Pump	New lagoon aerator and install	\$9,152.50
EMS-Quick Med Claim	Ambulance billing percent	\$359.25
GPM	Recalibrate lagoon flowmeter	\$412.00
Great America Fin Svcs	Monthly copier lease pmt	\$114.50
Holstein Electric	Repair breaker at Lift Station 1	\$560.86
Ideal Pure Water	Wtr disp/bott-Mar 22	\$19.60
Iowa One Call	Email and voice calls	\$22.70
Jennie Ed Hospital	Nov 21 thru Feb 2022 pharm usage	\$30.16
JDW Midwest	Mar 2022 contr rate/fees	\$3,748.01
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Apr22	258.50
Max I Walker	3/9/2022 rug changes	\$ 50.40
Menards	Ledge-Brick-Panel-Univ Starter	\$4,164.95
Midwest Benefit	Apr 22 Frmn Death ben 31 @ 1.25	\$77.50
Midwest Lab	Wastewtr Tests Mar 22 + lab supp	\$816.76
Pott Co Sheriff	Civil div Post 3/12/2022	\$53.00
Salvo's	Shop/labor weld tie down, jck/box	\$360.00
Snyder and Associates	WWTP Fac Plan	\$ 2,650.00
US Bank Visa	Subscription, IMFOA, IaCMA	\$652.53
Verizon Wireless	3/24-4/26/22 phone fire/city	\$166.24
Wellmark	Dental Ins May 22	\$139.29

	Sub-total	\$28,793.69
March 22 Payroll	Staff	\$13,064.91
	Total	\$ 41,858.60

Reports:

Fire/Rescue Department: 88 runs for the year. Pancake breakfast will be held Sunday 4/24/22 at the Fire Station.

Mayor: Working with various businesses coming to Underwood.

Administrator/Clerk: Paperwork ready for old animal control lot, working on NPEDS permit application due 7/1, Charles Drive potentially would go out to bid August or September 2022, audit complete and sent to state by CPA, ARPA funds reporting.

Council Committees:

Economic Development: Jack Links Ground-Breaking was held on March 30, 2022, for a large expansion of 109,556 square feet, ninety-five feet tall, 12 new dock doors, 4.7 acres of new/resurfaced paving with total building once complete 480,047 square feet.

Finance: None

Personnel: Will arrange interviews for applicants.

Streets: Charles Drive specifications will be drawn up by Engineer for council review in July.

Sewer: Engineer working towards compiling information for improvement of 3-cell aerated lagoon.

Cemetery: None

Parks - None

Water: None

Code Compliance: None

Adjournment: Madsen moved, Pingel seconded to adjourn the meeting. Motion carried 4-0. Mayor Dennis Bardsley adjourned the meeting at 7:58 p.m.

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

Dennis Bardsley, Mayor

(attest) Cindy Sorlien, City Administrator/Clerk