

**UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES**  
**Tuesday, May 10, 2022**

**Call to Order:** Mayor Dennis Bardsley called the Regular Council Meeting to order on May 10, 2022, at 6 p.m.

**Roll Call:** Present: Madsen, Tiarks, Dose, Tiarks, Pingel (6:01 p.m.), absent: Forbush. Also present: Andrew Moats, Zacharie Norman, Dave Smith, Dave Powell, and Sorlien.

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

**Approval of Agenda:** Tiarks moved, Madsen seconded to approve the April 12, 2022, regular minutes. Motion carried 4-0.

**Approval of Minutes:** Madsen moved, Dose seconded to approve the minutes of the April 12, 2022, Regular Meeting. Motion carried 4-0.

**Public Forum:** Andrew Moats introduced himself and stated he has worked for Pottawattamie County for many years. He currently works in the Recorder office. Andrew conveyed he is running for the election of the Pottawattamie County Recorder.

Dave Smith gave an update on Fieldcrest Phase 4 utility progress for the sewer line and hopes to have sewer and water lines and storm work done the first week of June 2022, dependent on the weather. Dave Smith also stated he is running for the election for a position as Pottawattamie County Board of Supervisor. Smith left at 6:17 p.m.

**Special Use Permit Federal Firearm Request (Zach Norman):** Request by Zac Norman to attain FFL license. Council directed City Administrator reach out to City Attorney, Matt Woods, to draw up the appropriate paperwork necessary. No action taken.

**Friends of Underwood Request for Donation for Flowers for City:** Pingel moved, Madsen seconded to donate \$200.00 to Friends of Underwood, for the public purpose of community beautification - flowers for Community barrels located throughout the city.

**Resolution 22-05-01: Resolution Accepting the Work for Fieldcrest Sanitary Sewer Extension:** Pingel moved, Tiarks seconded to approve Resolution 22-05-01 Accepting the Work for Fieldcrest Sanitary Sewer Extension. Roll Call Vote: Madsen-Yes, Pingel-Yes, Tiarks-Yes, Dose-Yes, Forbush-Absent. Resolution adopted 4-0.

**Partial Payment App #4 FINAL – Driver Sewer and Plumbing for Sanitary Sewer Extension:** Madsen moved, Dose seconded to approve Partial Payment App#4 Final to Driver Sewer and Plumbing for the sanitary sewer extension project in the amount of \$5,456.60. Motion carried 4-0.

**Resolution 22-05-02: Re-Setting Date for a Public Hearing on Designation of the Fieldcrest Phase 4 Urban Renewal Area and on Urban Renewal Plan and Project:** Pingel moved, Madsen seconded to approve Resolution 22-05-02 Re-Setting the Date for a Public Hearing on Designation of the Fieldcrest Phase 4 Urban Renewal Area and on Urban Renewal Plan and Project to Tuesday, June 14, 2022, at 6 p.m. at the next regular council meeting held at Underwood City Hall. Roll Call Vote: Dose-Yes, Pingel-Yes, Madsen-Yes, Tiarks-Yes, Forbush-Absent. Resolution adopted 4-0.

**Resolution 22-05-03: Endorsing an Application for RISE Program Funding to Reconstruct Portions of Magnolia Road to Support the Link Snack Inc Expansion Project in the City of Underwood, Pottawattamie County:** Dose moved, Pingel seconded to approve Resolution 22-05-03 Endorsing an Application for RISE program funding to reconstruct portions of Magnolia Road to support the Link Snack Inc Expansion Project in the City of Underwood, Pottawattamie County. Roll Call Vote: Madsen-Yes, Dose-Yes, Pingel-Yes, Tiarks-Yes, Forbush-Absent. Resolution adopted 4-0.

**Wastewater Treatment Plant:** No information discussed.

**Approval of Library Contract for 2022-2023 with Council Bluffs Public Library:** Madsen moved, Pingel seconded to approve the Council Bluffs Public Library Contract 2022-2023. Motion carried 4-0.

**Approval of Underwood Memorial Building Association (UMBA) Alcohol and Beverage License Renewal:** Madsen moved, Pingel seconded to approve the Underwood Memorial Building Association (UMBA) Alcohol and Beverage License Renewal pending approval of the DRAM license. Dose abstained. Motion carried 3-0.

**Approval of UMBA Transfer of Alcohol License to Pavilion for 4<sup>th</sup> of July Event:** No action taken. UMBA is in the process of applying for a special permit with Alcohol Beverage Division (ABD) with the State of Iowa. If this is approved by ABD, the transfer is not needed. UMBA board member will notify the City prior to the next June 14 regular meeting with the outcome.

**Approval of Street Closures for 4<sup>th</sup> of July Event and Run/Walk Event:** Pingel moved, Madsen seconded to close the streets for 4<sup>th</sup> of July Parade and Event. Dose abstained. Motion carried 3-0.

4<sup>th</sup> of July celebrations will stage on North (East of Railroad Highway) to the east end of North. First Avenue between North Street and 1<sup>st</sup> Street will also be closed. 4<sup>th</sup> of July Parade Route will begin on the corner of 2<sup>nd</sup> Ave and 4<sup>th</sup> Street, to 5<sup>th</sup> Street to 3<sup>rd</sup> Avenue to 3<sup>rd</sup> Street, then crossing Railroad Highway going west to 4<sup>th</sup> Avenue to 1<sup>st</sup> street going east, ending at Railroad Highway. Underwood 5K route will use North Street east of Railroad Highway to 1<sup>st</sup> Avenue and pick up original route.

**Approval of Resolutions:** Madsen moved, Pingel seconded to approve Resolutions 22-05-04, 22-05-05, 22-05-06, 22-05-07, 22-05-08, and 22-05-09. Roll Call Vote: Dose-Yes, Tiarks-Yes, Pingel-Yes, Madsen-Yes, Forbush-Absent. Resolutions adopted 4-0.

**Resolution 22-05-04: Approval to pay State Revolving Fund (2015) Principal Due-\$11,000.00 and Interest Due-\$1,487.50 and Fees-\$212.50, for a total \$12,700.00. Transfer out of Sewer Fund and Transfer In for Debt Service:**

**Resolution 22-05-05: Approval to pay State Revolving Fund Amended (2020)Principal Due-\$29,542.38 and Interest Due-\$2,233.36 and Fees-\$744.45 for a total of \$32,520.19. Transfer out of Sewer Fund and Transfer In for Debt Service:**

**Resolution 22-05-06: Approval of paying General Obligation Corporate Purpose Bond 2013 Principal-\$11,530.84 and Interest-\$494.66 and Fees-\$175.00 for total of \$12,200.50 Transfer out of Streets and Transfer into Debt Service:**

**Resolution 22-05-07: Approval of paying General Obligation Corporate Purpose Bond 2015 Principal-\$55,000.00 and Interest-4,056.25 and Paying Agent-\$225.00 for total \$59,281.25 Transfer out of Fire and Road into Debt Service:**

**Resolution 22-05-08: Approval of paying General Obligation Corporate Purpose Bond 2019 Principal-\$40,000.00 and Interest-\$5,935.00 and Paying Agent-\$225.00 for a total \$46,160.00 Transfer out of Road Use and Sewer into Debt Service:**

**Resolution 22-05-09: Approval of paying General Obligation Corporate Purpose Bond 2020 Principal-\$30,000.00 and Interest-\$2,130.00 and Paying Agent-\$225.00 for a total \$32,355.00 Transfer out of Other Public Safety and into Debt Service:**

**Approval of Personnel Committee Decision on Part-Time Administrative Position:** Madsen moved, Tiarks seconded to approve the Personnel Committee decision to hire part time Deputy Clerk, Amy Kuper. Motion carried 4-0.

**Consent Agenda and Claims:** Tiarks moved, Pingel seconded. Motion carried 4-0. State of Iowa-\$21.00, US Postmaster-\$79.60, M&K Mills-\$3497.00, IPERS-\$2043.43, United Healthcare-\$2800.25

Agriland	Fuel-Fire/City-Ma/Apr 22	\$1,471.25
Bomgaars	Parks Eqpt	\$95.94
Casey Baragary	Operator by Affidavit April 2022	\$600.00
Csorlien	Mileage Apr 22	\$218.21
Computer Systems	Mo. IT svcs/backup/Warranty	\$824.50
Cornhusker Internat'l	Fire Truck Repair 4300 Int'l	\$712.05
Counsel Office and Doc.	Copier RT 3/26-4/25/22	\$63.22
Daily Nonpareil	Publications	\$146.92
Danko Emer Eqpt	Pump Tests, 2 units	\$1,165.00
Dave Powell	Mileage April 2022	\$152.10
EMS-Quick Med Claim	Ambulance billing percent	\$55.80
Grainger	ADA pad, brick red	\$406.70
Great America Fin Svcs	Monthly copier lease pmt	\$114.50
Heiman Fire Eqpt	drip torch brack, handline nozzle	\$1,371.60
Ideal Pure Water	Wtr disp/bott-Mar 22	\$19.60
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Apr22	\$252.98
Matt Woods	Legal services-sanitary sew ext	\$4,845.00
Max I Walker	4/20 AND 5/4/22 rug changes	\$52.40
Menards	Ledge-Brick-Panel-Univ Starter	\$648.79
Midwest Benefit	Apr 22 Frmn Death ben 31 @ 1.25	\$38.75
MidAmerican	Elec Read 4/7/22	\$2,822.89
Midwest Breathing	Annual Air test, cart chem, compr	\$768.29
Midwest Lab	Wastewtr Tests Apr 22	\$1,008.86
MES - Mun Emerg Svcs	Rescue gloves	\$2,692.38
M&K Mills Tree	Trash Service April 22	\$3,497.00
Regional Water	Civil div Post 3/12/2022	\$215.00
Snyder and Associates	Engineer Svcs Fldrst San Sew Ext	\$3,645.56
Underwood UFS	Park, Cement & Road	\$526.55
US Bank Visa	Paper, ph Pocket Pro	\$514.49
Utilities Svc Group	Jet/Vac lift station #1	\$1,100.00
Verizon Wireless	4/26-5/25/22 wireless phone svc	\$166.03
Wellmark	Dental Ins May 22	\$139.29
	Sub-total	\$30,351.65

Apr 22 Payroll	Staff	\$12,990.64
	Total	\$43,342.29

**Reports:**

Fire/Rescue Department: 110 runs for the year, the Pancake Breakfast went well with a good turnout, looking at a new squad  
Mayor: None

Clerk: Claim filed with ICAP for the damaged/unusable radar speed sign and awaiting reimbursement and the new sign has been ordered. RFP sent to CPA firm. City hosting SWICAA meeting on Thursday, May 19 with Sara Shonrock as the speaker.

Maintenance: Some of the big potholes have been fixed, and with the rain passing will fill more. Will re-do the city sidewalk handicap ramp as the ADA red warning pad for entrance in front of city hall finally arrived. Trailhead Park bathrooms have been opened. Ceiling being put in at 625 and electrical items have arrived to switch power over. Kubota mower had a clogged air filter. City Council directed City Staff to move forward with USDA Wildlife Division regarding turkey vultures in town.

**Council Committees:**

Economic Development: WIDA will be doing a ribbon cutting for Unique Boutique tentative June 10, 2022

Finance: Tentative Schedule for Audit week of September 12

Personnel: Tentative Committee meeting May 18

Streets: None

Sewer: None

Cemetery: None

Parks: Trailhead Park bathrooms open

Water: None

Code Compliance: Building in code violation will be torn down by citizen before end of month

**Adjournment:** Madsen moved, Pingel seconded to adjourn the meeting. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 7:26p.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