

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, June 14, 2022

Call to Order: Mayor Dennis Bardsley called the regular meeting to order on Tuesday, June 14, 2022, at 6 p.m.

Roll Call: In attendance: Bob Dose, JW Tiarks, Josh Madsen, Royce Forbush. Jim Pingel attended via phone at 6:14 p.m. Also in attendance: Zach Norman, Andrew Simonsen, Parker Baldwin, Todd Erwin, Dave Powell, Cindy Sorlien.

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

Approval of Agenda: Tiarks moved, Madsen seconded to approve the agenda. Motion carried. Madsen will abstain from Housing Assistance and Dose will abstain from UMBA request and Alcohol License Approval.

Approval of Minutes: Madsen moved, Forbush seconded to approve the May 10, 2022, Regular Meeting minutes. Motion carried 4-0.

Public Forum: There were no comments during public forum.

Resolution 22-06-01 Approve Accessory Home Occupation: Tiarks moved, Madsen seconded to adopt Resolution 22-06-01 Approval of Accessory Home Occupation. Roll Call Vote: Dose-Ys, Forbush-Yes, Tiarks-Yes, Madsen-Yes, Pingel-Absent. Resolution adopted 4-0.

Review/Approval of Housing Assistance Program Request: Tiarks moved, Dose seconded to approve the Housing Assistance Program Request. Motion carried 3-0. Madsen abstained. Baldwin left at 6:10 p.m.

Public Hearing on Proposed Designation of the Fieldcrest Phase 4 Urban Renewal Area: Dose moved, Tiarks seconded to open the public hearing on Proposed Designation of the Fieldcrest Phase 4 Urban Renewal Area. Motion carried 4-0. Mayor Bardsley opened the public hearing at 6:10 p.m. Discussion specifically the location of the urban renewal area. Madsen moved, Forbush seconded to close the public hearing. Motion carried 4-0. Mayor Bardsley closed the public hearing at 6:12 p.m.

Resolution 22-06-02: Madsen moved, Tiarks seconded to adopt Resolution 22-06-02 Declaring Necessity and Establish an Urban Renewal Area, pursuant to Section 403.4 of the Code of Iowa and approve the Urban Renewal plan and project for the Fieldcrest Phase 4 Urban Renewal Area. Roll Call Vote: Forbush-Yes, Madsen-Yes, Tiarks,-Yes, Pingel-Yes, Dose-Yes. Resolution adopted 5-0.

An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Fieldcrest Phase 4 Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa: Madsen moved, Tiarks seconded to approve the Ordinance 301 providing for the division of taxes levied on taxable property in the Fieldcrest Phase 4 Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa. Roll Call Vote: Forbush-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Dose-Yes. Motion carried 5-0. Madsen moved, Tiarks seconded that the statutory rule requiring an ordinance to be considered and voted on for passage at two City Council meetings prior to the meeting at which it is to be finally passed be suspended. Roll Call Vote: Forbush-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Dose-Yes. Motion carried 5-0. Madsen moved, Tiarks seconded that the ordinance 301 be put upon its final consideration and adoption. Roll Call Vote: Forbush-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Dose-Yes. Motion carried 5-0.

Resolution 22-06-03: Setting a Date of Meeting at Which it is Proposed to Approve a Development Agreement with Shiloh Properties, LLC, Including Annual Appropriation Tax Increment Payments: Tiarks moved, Forbush seconded to adopt Resolution 22-06-03 setting a date of meeting as July 12, 2022, at 6 p.m. at which it is proposed to approve a development agreement with Shiloh Properties, LLC, including annual appropriation tax increment payments. Roll Call Vote: Madsen-Yes, Forbush-Yes, Dose-Yes, Tiarks-Yes, Pingel-Yes. Resolution adopted 5-0.

UMBA Request for Donation for City Fireworks for 4th of July: Madsen moved, Tiarks seconded to donate \$3400.00 for city fireworks for 4th of July for the public purpose of safety and intergenerational involvement. Motion carried 5-0.

Discussion/Possible Action New Rescue Squad-Ambulance Underwood Volunteer Rescue: Discussion on the ambulance. The current squad came in 2007 and having more mechanical issues. The schedule is minimum two years out for arrival. Reviewed three separate bids that the Volunteer Fire and Rescue received and came to a decision at the monthly Fire/Rescue meeting. There would be no taxation to citizens for a new squad. Fire-Rescue believe they may trade and definitively use monies saved to pay for the new squad. Tiarks moved, Dose seconded to approve the Danko estimate as requested by the Volunteer Fire and Rescue organization. Motion carried 5-0. Erwin left at 6:20 p.m.

Resolution 22-06-04: Sponsor High Quality Jobs Program Application to Iowa Economic Development Application and Move Forward with Tax increment Financing Agreement with Jack Links Snacks, Inc: Madsen moved, Forbush seconded to approve Resolution 22-06-04 move forward with Tax Increment Financing Agreement with Jack Links Snacks on the new construction. Roll Call Vote: Madsen-Yes, Dose-Yes, Tiarks-Yes, Forbush-Yes. Pingel absent. Resolution adopted 4-0.

Approval of UMBA Transfer of Alcohol License to Pavilion for 4th of July Event: Madsen moved, Tiarks seconded to approve UMBA transfer of alcohol license to the pavilion for the 4th of July event, 2022. Motion carried 3-0. Dose abstained. Pingel absent.

Approval of Audit Proposal for FYE 30JUN2022: Tiarks moved, Madsen seconded to approve the audit proposal for FYE 30JUN2022 by Broeckelman and Associates, P.C. Motion carried 4-0. Pingel-absent.

Wastewater Treatment Plant: No action taken.

NPDES Application Submission Approval for Wastewater Lagoon: Additional tests ran and will submit NPDES application by July 1, 2022. No action taken.

Approval of Personnel Committee Decision on Part-Time Administrative Position and Public Works Assistant: Madsen moved, Tiarks seconded to approve the hire of Amy Kuper as part-time deputy clerk and Connor Head as public works assistant. Motion carried 4-0.

Norman and Simonsen left at 7 p.m.

Employee Evaluations Raises - Possible Closed Session Pursuant to Iowa Code 21.5 (1)(i): Employees requested to go into closed session. Pingel moved, Madsen seconded to go into closed session for employee evaluations and raises, pursuant to Iowa Code 21.5 (1)(i). Motion carried 5-0. Mayor Bardsley called the closed session to order at 7:02 p.m. Madsen moved, Tiarks seconded to exit closed session at 7:12 p.m. Motion carried 5-0. Mayor Bardsley ended the closed session at 7:12 p.m. Tiarks moved, Pingel seconded to approve personnel committee recommendations for employee evaluations and raises. Motion carried 5-0.

Consent Agenda and Claims: Tiarks moved, Madsen seconded to approve the consent agenda and claims. Motion carried 4-0.

USDA-\$500.00, US Postmaster-\$76.80, JDW Midwest-\$31461.31, EFTPS-\$3032.08, IPERS-\$2113.20, Sam's Club-\$45.00, Shiloh-\$38564.48, Jack Links-\$26996.83, MidAmerican Energy-\$2503.05

Agriland	Fuel-Fire/City-May 22	\$1,315.12
Agrivision	Serv on JD mower	\$254.00
Andersen Door Service	Repair FD overhead door	\$641.60
Bobcat	Curb gutter brush	\$175.02
Bomgaars	Sprayer-Fuel-trigger nozzle	\$191.93
Casey Baragary	Operator by Affidavit May 2022	\$600.00
Century Asphalt	Road Crack Fill Material	\$1,998.00
Computer Systems	Mo. IT svcs/backup/Warranty	\$824.50
Council Bluffs Fire Dept	ALS Tier 5/5/22	\$100.00
Counsel Office and Doc.	Copier RT 5/26-6/25/22	\$60.83
Daily Nonpareil	Legal publish x 5	\$265.87
Dave Lyon Towing	Battery - 1968 Jeep Kaiser	\$321.90
Great America Fin Svcs	Monthly copier lease pmt	\$114.50
Ideal Pure Water	Wtr disp/bott-May 22	\$30.20
IMWCA	Work Comp Premium 25% 22-23	\$1,681.00
Iowa One Call	Mar-14, April-11 locate emails	\$22.50
Iowa Prison Industry	4 School Signs 30 x 30/No parking	\$486.52
Iron Mountain	Shredding 4/27-5/24	\$112.40
JDW	Building Permit Fees May 22	\$3,816.71
Lang Diesel Inc	parts for road vehicle-kubota	\$197.80
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Apr22	\$252.06
Max I Walker	5/18 AND XX rug changes	\$52.40
Menards	Lagoon-elect panel supplies, road	\$426.64
Midwest Benefit	May 22 Frmn Death ben 31 @ 1.25	\$38.75
Midwest Lab	Wastewtr Tests May 22	\$777.50
MES - Mun Emerg Svcs	Elkhart 2.5" intake valve Fdept	\$1,598.69
M&K Mills Tree	Trash Service May 22	\$3,514.50
Pott Co Treasurer	Animal Control 1/1-6/30/22	\$1,604.75
Regional Water	Civil div Post 3/12/2022	\$215.00
Salvo's Contracting	Lagoon bubbler circuit board repr	\$360.00
Snyder and Associates	Engineer Svcs Fldrst San Sew Ext	\$1,975.00
United Healthcare	Health ins Jul	\$2,800.25

US Bank Visa	Lagoon sampler, ph testers, lagoon	\$1,023.10
Verizon Wireless	5/26-6/25/22 cell-FDept/Lag	\$166.03
Wellmark	Dental Ins July 22	\$139.29
	Sub-total	\$28,154.36
May 22 Payroll	Staff	\$13,434.26
	Total	\$41,588.62

Reports:

Fire/Rescue Department: 144 runs for the year

Mayor: Easements recorded at Pottawattamie County Courthouse from 3rd street to Railroad Highway, Bench to be researched for purchase for the park on 2nd Street, NPDES permit application to be submitted by 7/1/22, concrete on Hope Ave will begin soon.

Maintenance: Turkey vultures have not been landing since USDA Wildlife has been working with the city. Will start on sealing the road cracks and work on the tar machine, collaborating with mayor and administrator on upgrading LED lights program with MidAmerican and ROI, cemetery grass was fertilized and growing well.

Clerk: Contractor will come back in the fall after crops out to assess the sewer extension, meeting with bond attorney regarding development agreement, Unique Boutique having a ribbon cutting on 6/23/2022 at 3 p.m.-WIDA coordinating, Audit scheduled, front desk module for financial software.

Council Committees:

Economic Development: None

Finance: None

Personnel: None

Streets: Reminder in newsletter to not place grass clippings in the streets as it clogs the city system

Sewer: None

Cemetery: None

Parks: Looking for a bench for the Fire Dept park

Water: None

Code Compliance: None

Adjournment: Madsen moved, Tiarks seconded to adjourn the meeting. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 7:57 p.m.

These minutes are as reported by one of the Council members and subject to approval at the next regular council meeting.

Dennis Bardsley, Mayor

(attest) Cindy Sorlien, City Administrator/Clerk