

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES - Tuesday, April 11, 2023

Mayor Dennis Bardsley called the meeting to order on April 11, 2023, at 6 p.m.

Roll Call: Dose, Madsen, Pingel. Absent: Tiarks, Forbush. Also in attendance: Jodi and Luke Bose (left at 6:29 p.m.), Kimberly Schneckloth (left 6:49 p.m.), Kristen Bladt (left 7:28 p.m.) Kelle Erwin (left 7:37 p.m.), Kelsie Rollins (left 7:37 p.m.), Dave Powell, and Sorlien.

Pledge of Allegiance recited.

Pingel moved, Madsen seconded to approve the agenda. Motion carried 3-0. No council member stated a conflict of interest..

Madsen moved, Dose seconded to approve the March 14, 2023, regular meeting minutes. Motion carried 3-0.

Jodi Bose asked during public forum if Nesting Grounds would need a new architect drawing for anchoring an additional steel shipping container to the business property where two other containers were placed with the same architect drawing. Council conveyed to complete a building permit application and follow Building Inspector guidelines.

Kelsie Rollins inquired with some ideas for opportunities for beautification such as colored street signs with the Underwood Schools eagle on it, updating some of the banners, and look into signage for downtown. She also brought up having a Facebook page. Council directed Administrator to complete more research into street signs.

Kelle Erwin discussed her preliminary research on a Chamber of Commerce, along with getting input from other organizations. Council directed Administrator to complete additional research to assist.

Madsen moved, Pingel seconded to open the public hearing on the Budget FYE 30JUN2024. Motion carried 3-0. Mayor Bardsley opened the public hearing at 6:29 p.m. Discussion that the tax rate remained close to current rate. Madsen moved, Pingel seconded to close the public hearing. Mayor Bardsley closed the public hearing at 6:31 p.m.

Pingel moved, Madsen seconded to approve Resolution 23-04-01 adopting the Budget FYE30JUN2024. Roll Call Vote: Pingel-Yes, Madsen-Yes, Dose-Yes. Absent: Forbush and Tiarks. Resolution 23-04-01 adopted 3-0.

Kristen Bladt, representing Friends of Underwood, shared the drawing concept with a postcard with the words Underwood and images in the lettering that included the US and Iowa flag, tractor for farming, roller-skating, deer and pheasants, fireworks, Eagles school with different items around it, the 4th of July parade and firetruck and a train. Towards the top it states Greetings from with a farm site in the background and the sun rising/setting, and below a bike trail with an eagle and flag. The mural would be 15 foot by 20 foot on the west exterior wall of the Fire Station (near Railroad Highway) on the northern side of the building for best visibility, per the artist. Kristen will present the drawing to the Fire Department next week at their meeting. Kristen stated once the drawing is approved by city council, Friends of Underwood would follow the next step and pay a deposit of \$300.00 to the artist for a true mock-up of the artwork presented. Friends of Underwood member wrote the grant under the City, who submitted the grant to the Community Foundation. Madsen moved, Pingel seconded to table until after the Fire Department meeting and then place on the May 9 regular meeting agenda. Motion carried 3-0.

Pingel moved, Madsen seconded to approve UMBA's Request for Street Closures on and during the 4th of July celebrations, approve the event Alcohol License for July 4, 2023, (pending Iowa Alcoholic Beverage Division approval) and approve the fireworks display. Motion carried 3-0.

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

Madsen moved, Pingel seconded to table UMBA's fireworks donation request, as UMBA has not received a financial quote for fireworks to date as requested. Motion carried 3-0.

Madsen moved, Pingel seconded to approve the UMBA Liquor License Renewal contingent on DRAM shop approval with the State of Iowa Alcoholic Beverage Division and a fire inspection by the City Building Inspector. Motion carried 3-0.

The diffuser pipe for the effluent of the city's lagoon wastewater system did reach 100 percent mixing diffusing at Mosquito Creek per Iowa Department of Natural Resources. Awaiting NPDES permit and Schedule from IA DNR to submit Wastewater Treatment facility plan. No action taken.

Public works will work with the fire department to relocate the antique fire engine on 4/12/23 and are salvaging the garage doors at old city hall. Once the remaining items are out, utilities will be contacted to retire service at Old City Hall, for final preparation for demolition of Old City Hall.

Madsen, moved, Pingel seconded to approve \$250.00 donation to the Post Prom Committee for Underwood High School for the public purpose of keeping the teenagers safe. Motion carried 3-0.

Madsen moved, Dose seconded to approve the Pottawattamie County Sheriff Contract 23-24 with no additional hours. Motion carried 3-0.

Pingel moved, Madsen seconded to table the engineer agreement for design of trail park on 3rd street and for the Parks Committee to meet before moving forward. Motion carried 3-0.

Pingel moved, Dose seconded to approve Resolution 23-04-02 setting the date for public hearing on Urban Renewal Plan Amendment for the 2010 Urban Renewal District on Tuesday, May 9, 2023, at 6 p.m. Roll Call Vote: Madsen-yes, Dose-Yes, Pingel-Yes. Absent: Tiarks and Forbush. Resolution adopted 3-0.

Pingel moved, Madsen seconded to approve Resolution 23-04-03 POP Section 125 Health Insurance Plan. Roll Call Vote: Pingel-Yes, Dose-Yes, Madsen-Yes. Absent: Forbush and Tiarks. Resolution adopted 3-0.

Madsen moved, Dos seconded to approve the Consent Agenda and Claim. Motion carried 3-0. United Healthcare-\$3540.96, IMFOA-\$125.00, US Postmaster-\$75.84, MidAmerican Energy-\$2990.36, IMFOA-\$125.00, IPERS-\$2438.89, EFTPS-\$1825.48, Iowa Workforce-\$46.31, Sales Tax-\$264.54, State Withholding-\$1317.52

Underwood	Apr-23	
Agriland	Fuel-Fire/City-MAR23	\$2,501.03
Atlas group	Asbestos inspection Old City Hall	\$1,235.00
Bobcat	Rollover S66 T4	\$6,931.00
Casey Baragary	Operator by Affidavit Mar 23	\$600.00
Cindy Sorlien	Mileage	\$524.66
Computer Systems	Mo. IT svcs/backup/Warr	\$839.50
Daily Nonpareil-Legal	Reg Min March 14	\$162.57
Dave Lyon Towing & Repair	air dryer-std filter #2460	\$179.85
Electric Pump	Svc call LS #2 pump	\$534.75
Ideal Pure Water	Wtr disp/bott-Mar 23	\$19.60
JDW Midwest	Mar 23 bldg inspector	\$2,449.01
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Mar 23	\$265.23
Max I Walker	Grey Mat Rug-Mar 2023---4/5/23	\$55.04
Menards	Supplies - cemetery / parks	\$1,287.85
Midwest Benefit	Frmn Death Ben 30 @1.25-2 deaths	\$75.00
Midwest Lab	Wastewtr Tests + supplies-Mar 23	\$762.20
M & K Tree Svc - MTS	Mar 23 Garbage	\$3,532.50
QMC	Fire-Rescue Billing Mar 2023	\$304.44
Regional Water	Water Mar 2023	\$265.00
Schildberg	Road Rock	\$1,812.03
US Bank VISA	Office Supp/subscription/conf	\$479.14
Wells Fargo	Copier 3/28-4/27/23	\$204.80
Wellmark	Dental-Apr 23	\$170.77
	Sub-total	\$25,190.97
Mar 23 Payroll	Staff	\$15,504.65
	Total	\$40,695.62

Fire/Rescue Department: 79 runs for the year, Pancake Breakfast on Sunday, 4/30/23.

Mayor: None

Clerk: Increase in sheriff involvement in the evenings, occupational health in Council Bluffs is relocating to West Omaha-will research alternate, closer places. Letters will be sent to the closest three adjacent homeowners to Old City hall notifying of demolition.

Economic Development: None

Finance: Audit arrived and filed with State Auditor by CPA firm

Personnel: None

Streets: Charles Drive ditch was re-graded by public works staff and grass seed placed down. Issue with some dead tree limbs hanging over street to be addressed.

Sewer: Lift station #2 pump is not holding a prime. Electric Pump made some changes with the flow factors. City Council directed public works to get a vacuum test on LS#2 pump affected.

Cemetery: Two signs ordered to place at cemetery that prior to any burials, interments or monument placing to contact city hall with the phone number. The City of Underwood is the caretaker of Fisher cemetery.

Water: Regional Water may be looking for curb stops on 3rd Street between Railroad Highway and 1st Avenue this summer.

Code Compliance: None

Parks: Trailhead Park bathrooms will be turned back on after final freeze so there are no issues with water pipes. Next week there will be high school volunteers overseen by teachers for the park areas.

Madsen moved, Dose seconded to adjourn the regular meeting. Motion carried 3-0.

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

Mayor Dennis Bardsley

Attest: Cindy Sorlien, City Administrator/Clerk

Underwood-March 2023	Expenses	Revenue
General	62,566.85	14,748.04
Garbage	3,540.40	4,249.85
Fire	4,340.68	228.23
Ambulance	817.89	2,189.67
Road Use Tax	9,536.98	6,328.81
Empl Benefits	5,611.67	0
Emerg Fund	0	318
Local Option Sales Tax	0	14,918.24
Tax Increment Finance	0	7.95
Debt Service	0	4,166.97
Sewer	15,129.92	15,477.79
Total	101,544.39	62,633.55