

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES- Tuesday, May 9, 2023

Mayor Dennis Bardsley called the meeting to order on Tuesday, May 9, 2023, at 6 p.m.

Roll Call in attendance: Madsen, Dose, Forbush, Tiarks. Absent: Pingel. Also in attendance: Powell and Sorlien.

Pledge of Allegiance recited.

Madsen moved, Forbush seconded to approve the agenda. Motion carried 4-0. No council member stated a conflict of interest.

Forbush moved, Dose seconded to approve the April 11, 2023, regular meeting minutes. Motion carried 4-0.

Public Forum - no comments.

Madsen moved, Tiarks seconded to open the Public Hearing on Proposed Amendment to the 2010 Urban District. Motion carried 4-0. Mayor Bardsley opened the public hearing at 6:02 p.m. Discussion that is on the new addition for the commercial property. Dose moved, Madsen seconded to close the public hearing. Motion carried 4-0. Mayor Bardsley closed the public hearing at 6:04 p.m.

Madsen moved, Forbush seconded to adopt Resolution 23-05-01 Urban Renewal Plan Amendment for the 2010 Urban Renewal District. Roll Call Vote: Tiarks-Yes, Forbush-Yes, Dose-Yes, Madsen-Yes. Resolution adopted 4-0.

Madsen moved, Forbush seconded to adopt Resolution 23-05-02 Setting June 13, 2023, at 6 p.m. at Which it is Proposed to Approve a Development Agreement with Link Snacks, Inc., including annual appropriation tax increment payments. Roll Call Vote: Forbush-Yes, Dose-Yes, Madsen-Yes, Tiarks-Yes. Resolution adopted 4-0.

Friends of Underwood – Wall Mural – Fire Station Exterior Wall: No one was present from Friends of Underwood. UMBA provided \$300.00 to Friends of Underwood for the final art mock-up by the artist, Cait Irwin. Madsen moved, Dose seconded to approve the art provided at the last meeting, as referenced in the May 9, 2023, minutes with the fire truck changed to the city's antique fire truck and no railroad letters or railroad logos on the train. Motion carried 4-0.

UMBA Request for Fireworks Donation: Madsen moved, Forbush seconded to table until hear from UMBA specifically with definitive. Motion carried 4-0.

Madsen moved, Tiarks seconded to table the banners until further information is known, and the prototype banner received that the City requested and tested. Motion carried 4-0.

Madsen moved, Forbush seconded to approve the Library Contract 2023-2024 with Council Bluffs Public Library. Motion carried 4-0.

Madsen moved, Forbush seconded to approve the new street road signs for the community with the blue background and white lettering with the eagle image. Motion carried 4-0.

Forbush moved, Madsen seconded to request a change to the Pottawattamie County Board of Supervisors for the forgivable loan to remain the pickleball court, but to complete a partial part of the Trail from North Street to where funds would take available (North to 4th or 3rd Street), including using the City's ARPA funds. Motion carried 4-0.

Await information from Iowa DNR for the NPDES permit and Schedule G, so the Wastewater Treatment Facility Plan can be submitted.

Madsen moved, Tiarks seconded to change water usage to 10,000 based on receiving information from Regional Water and removing the late charges up to May 9 for the balance adjustment due to Regional Water comments. Motion carried 4-0.

Tiarks moved, Forbush seconded to approve Resolutions 23-05-03, 23-05-04, 23-05-05, 23-05-06, 23-05-07, 23-05-08 through 23-05-09 which authorizes Fund Transfers (Roads, Fire, Sewer, Other Public Safety, Ambulance) to Debt Service FY 2023. Roll Call Vote: Forbush-Yes, Dose-Yes, Madsen-Yes, Tiarks-Yes. Resolutions adopted 4-0.

Forbush moved, Tiarks seconded to adopt Resolution 23-05-10 to transfer Sewer Funds to Sewer Sinking through June 30, 2023. Roll Call Vote: Tiarks-Yes, Madsen-Yes, Forbush-Yes, Dose-Yes. Resolution adopted 4-0.

Madsen moved, Forbush seconded to approve the audit agreement for FY2023 with Broeckelman and Associates. Motion carried 4-0.

Madsen moved, Tiarks seconded to approval the June 2023 TIF payments to Shiloh Properties and Links Snack. Motion carried 4-0.

Madsen moved, Forbush seconded to approve the personnel recommendations for evaluations/raises. Motion carried 4-0.

Tiarks moved, Madsen seconded to approve the consent agenda and claims. Motion carried 4-0. Post Prom Committee-\$250.00, IA DNR-\$30.00, IA DNR-\$30.00, US Postmaster-\$74.88, IA DNR-\$20.00, MidAmerican Energy-\$2854.39

Agriland	Fuel-Fire/City-MAR23	\$1,083.31
Bomgaars	Sprayer Pump-connectors	\$183.93
Casey Baragary	Operator by Affidavit Mar 23	\$600.00
Cindy Sorlien	Mileage	\$265.28
Computer Systems	Mo. IT svcs/backup/Warr	\$860.50
Council Bluffs Fire Dept	ALS Tier 4/11/23 & 5/1/23	\$200.00
Daily Nonpareil-Legal	Reg Min March 14	\$478.62
Dennis Bardsley	Mileage	\$80.00
Electric Pump	Svc call LS #2 pump	\$1,158.54
GPM	Calibrate lagoon flowmeter	\$448.00
Hi-Touch Business	Fellow Automax Shredder	\$313.20
Ideal Pure Water	Wtr disp/bott-Mar 23	\$9.00
JDW Midwest	Apr 23 bldg inspector	\$7,365.56
Life Assist	Resus packs-SML-syringe	\$1,038.76
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Mar 23	\$268.36
Max I Walker	Grey Mat Rug-4/19/23 & 5/3/23	\$55.04
Menards	Supplies - tar machine	\$538.07
Midwest Benefit	Frmn Death Ben 30 @1.25-2 deaths	\$75.00
Midwest Breathing	Air Compr Maint/Annual test-Fire dt	\$728.35
Midwest Lab	Wastewtr Tests + supplies-Mar 23	\$722.60
M & K Tree Svc - MTS	Apr 23 Garbage	\$3,532.50
OMG Midwest	4.09 ton-Cold Road Mix	\$715.75
Regional Water	Water Apr 2023	\$265.00
Sam's Club	Supplies	\$122.26
Underwood Farm Supply	Chemicals-Park/Roads	\$580.30
US Bank VISA	Office Supp/subscription/conf	\$592.89
Verizon	Public works lagoon cell	\$22.13
Wells Fargo	Copier 4/28-5/27+overage	\$239.09
Wellmark	Dental-Apr 23	\$170.77
	Sub-total	\$22,712.81
April 23 Payroll	Staff	\$15,626.13
	Total	\$38,338.94

Fire/Rescue Department: No one was represented to report Fire Department information.

Mayor: None.

Clerk: Prototype banner from company has not arrived. We anticipate delivery within the next week. This is a trial of how it holds up in the wind with the stitching of 2 mesh banners. The City has not been charged, nor will be for this trial product. Assessment of durability will be conducted during the trial period. The vinyl butterfly banners are on the street poles and may not make another viewing after this exhibit.

Charles Drive has cracks in the Right of Way driveways. Upon review by the Engineer and Construction Oversight Supervisor, SUDAS allows for tar to be placed in the cracks. He also conveyed information that if it is re-poured the colors will not match. The fire station panels that need to be replaced have been ordered after insurance approval. The lead time for production is 7 weeks. Once the company receives them, they will schedule installation.

Preliminary research completed on Chamber of Commerce. Messages left to interested party with no return calls back.

After research on occupational health, recommend remaining with CHI Occupational Health as there is not one organization in Council Bluffs that completes all that is required currently.

Working on a newsletter to share all the happenings that have been going on and will mail before Memorial Day weekend.

The wayward sign for the Business District and other directions came back as 48-in (4 ft.) square. Discussion that size is too large for the busy intersection of Railroad Highway and 3rd Street with vision being imperative. City Council gave direction to City Administrator to reach back out to the company to request a 2-foot square with only Business District with an arrow and remove the “drapery” look from the image and return with revised sign at the June or July regular meeting.

Maintenance: Garage doors are off old city hall and flower planters moved. Demolition of Old City Hall will begin May 10 and completed this week.

Finished pothole patch on North Street and Sunset Drive. Will start tarring cracks in road next week.

Trying to get a price/estimate for concrete work for a project.

Lift station 2 parts came in for the dry pump.

The storm on Sunday blew the shelter around the lagoon flow meter. It will be retrieved, set upright and anchored 5/10/23.

Cemetery -It’s Mother’s Day weekend so it will be ready on Friday. Trailhead Park vandalism was cleaned, back to original state.

Council Committees:

Economic Development: Working towards getting businesses into town.

Finance: None

Personnel: Met May 2, 2023.

Streets: None

Sewer: None

Cemetery: None

Water: None

Code Compliance: Will communicate with City Administrator and issue to address within city limits.

Parks: Committee met May 2 and requested to place on agenda to discuss changing of ARPA funds forgivable loan from Pottawattamie County on the next agenda. Requested City Admin to research in depth further with the city’s engineer, trail director, Pott County Finance Director, and GIS for boundaries prior to next regular meeting, 5/9.

Adjournment: Madsen moved, Dose seconded to adjourn the meeting. Motion carried 4-0. Mayor Bardsley adjourned at 8 p.m.

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

April 2023	Expenses	Revenue
General	16,644.40	178,318.46
Garbage	3,532.50	5,041.11
Fire	1,293.85	194.54
Ambulance	397.81	409.12
Road Use	13,617.90	10,686.83
Employee Benefits	5,358.26	0
Emergency	0	4,911.35
Local Option Sales Tax	0	10,497.44
Tax Increm. Finance	0	72,919.08
Debt Service	0	73,252.64
American Rescue Plan	0	125,000.00
Sewer	9,882.96	20,760.07
Total	50,727.68	501,990.64