

**UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES**  
**Tuesday, August 8, 2023**

Mayor Dennis Bardsley called the regular meeting to order on Tuesday, August 8, 2023, at 6 p.m.

Roll Call: Josh Madsen, Bob Dose, Royce Forbush, JW Tiarks. Absent: Jim Pingel. Also in attendance: Dave Powell, Cindy Sorlien, Keith Rodenburg, Joyce Rodenburg, Kyle Rodenburg, Erin Johnsen, Jodi Bose, Sandra Redshaw, Kelsie and Mitch Rollins (arrived at 6:01 p.m.), Kristen Bladt, Weston Bladt (left at 7 p.m.), Lucy Hough, Kristi Kennedy, Dave Sturm (left at 6:39 p.m.).

Pledge of Allegiance recited.

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

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

No items brought up during Public Forum.

Discussion on pickleball court: material/supplies and location either at Trailhead Park or 625 Highway Street. Public Works staff will be constructing the pickleball court with concrete and sport flooring, along with lights and benches. After reviewing three bids for sports court, Madsen moved, Tiarks seconded to order Dunkster tile for pickleball court. Motion carried 4-0.

Madsen moved, Tiarks seconded to open the Public Hearing on Final Plans and Specifications for Recreational Trail – Phase 1, Form of Contract, and Estimate of Cost. Motion carried 4-0. Mayor Bardsley opened the public hearing at 6:14 p.m. Kyle Rodenburg made a statement that he and his family are against the trail. He stated they are losing 1800 square feet of Right of Way from their yard. He requested that there be a paved shoulder with paint on the ground and install sidewalks. He stated he and his family object with anything that goes on the grass. He requested a reconsideration. Engineer, Dave Sturm, stated that it was not the safest option to put pedestrians and children next to the side of the road and that the safest option was to get as far as possible from the road within the right of way. The trail is 10 feet wide to accommodate 2-way pedestrian and bicycle traffic. This width matches what is coming from Council Bluffs. Discussion occurred about safety concerning pedestrians so close to the highway. The city is responsible for maintaining snow and branch removals and grass between the trail and the highway. Tiarks agreed with putting more sidewalks in the city, at some point, to connect the trail within the city. Kyle Rodenburg stated that there is 12 feet on the west side of Railroad Highway that is already curb and gutter and that the bike trails in Council Bluffs are on 35 and 40 mph roadways, and no pedestrians have been hit with paving the shoulder and painting the lines for the trail. Kyle Rodenburg discussed crossing the highway to the west side of Railroad Highway and after passing their property, have the trail come back to the East side of Railroad Highway. Engineer stated that crossing the highway twice would be possible but would not be as safe as keeping the trail all on one side of the road. Madsen moved, Tiarks seconded to close the public hearing. Motion carried 4-0. Mayor Bardsley closed the Public Hearing at 6:26 p.m.

Madsen moved, Tiarks seconded to adopt Resolution 23-08-01 Approve Plans, Specifications and Form of Contract for Railroad Highway Recreation Trail – Phase 1, Form of Contract, and Estimate of Cost. Roll Call Vote: Madsen-Yes, Tiarks-Yes, Forbush-Yes, Dose-Yes. Absent: Pingel. Resolution adopted 4-0.

Tiarks moved, Forbush seconded to adopt Resolution 23-08-02 Approving and Accepting Temporary and Perpetual Construction Easements from the Three Property Owners – Hull Investments, TJ Kleppe LLC, and Underwood Community Schools. Roll Call Vote: Madsen-Yes, Forbush-Yes, Dose-Yes, Tiarks-Yes. Absent: Pingel. Resolution adopted 4-0.

Council reviewed Construction Bids, along with engineer, Dave Sturm. Two bids were received at the bid-letting at 10 a.m. on August 8, 2023.

Tiarks moved, Madsen seconded to adopt Resolution 23-08-03 Making Award of Contract – Recreation Trail – Phase 1 to Caliber Concrete, LLC, of Adair, Iowa in the sum of \$290,983.04 for the construction of certain recreation trail improvements and other work as described in the plans and specifications entitled Railroad Highway Recreation Trail – Phase 1. Roll Call Vote: Dose-Yes, Forbush-Yes, Tiarks-Yes, Madsen-Yes. Absent: Pingel. Resolution adopted 4-0. Dave Sturm left at 6:39 p.m.

Kristen Bladt, from Friends of Underwood, requested a donation for the Hometown Pride Mural. Kristen explained they are still in need of funds to meet the project cost. The artist is finishing a different mural. Friends of Underwood is anticipating a possible October 2023 start date, but it may be Spring 2024. Madsen moved, Forbush seconded to donate \$1,000 for the mural now, and up to \$3,000 of what is needed for the project, for the public purpose of community engagement and beautification. Motion carried 4-0.

Sandy Redshaw, Friends of Underwood President, requested approval of Junkwood 2024 date and closure of roads. Madsen moved, Forbush seconded to approve Saturday, June 8, 2024, for Junkwood 2024 and to close 3<sup>rd</sup> Street to 1<sup>st</sup> avenue on 6/8/24 at 5 p.m. Motion carried 4-0. Sandy Redshaw discussed the possibility of having a landing page on the city website for Junkwood 2024 with information to be posted there. Sandy also invited all city council candidates and school board candidates

to Monday Market on August 21 to introduce themselves at approximately 6:15 p.m. and provide what vision do you have for Underwood and answer any potential questions. Sandy also stated that on 9/11, the Monday Market will be Salute to Veterans and First Responders. She asked if council members would think about interest in a larger car show in 2024.

Tiarks moved, Madsen seconded to move #15 Optimist Request to #12. Motion carried 4-0.

Lucy Hough requested a \$5,000.00 donation to the softball field project. The city has no sports fields of its own and relies on the generosity of the school to allow use of their fields, along with Underwood Optimists to host and organize youth sports. They plan to start yet this early fall 2023. Tiarks moved, Madsen seconded to give \$5,000.00 to the Underwood Eagles Youth Athletics Field Project for the public purpose of community engagement with the youth. Motion carried. 4-0.

Tiarks moved, Madsen seconded to open the public hearing – Proposed Ordinance Change – Irrigation Meter. Mayor Bardsley opened the public hearing at 7:19 p.m. Discussion about adding approval for the Underwood Community Schools to irrigate the school ball fields. Madsen moved, Tiarks seconded to close public hearing. Motion carried 4-0. Mayor Bardsley closed the hearing at 7:20 p.m.

Tiarks moved, Dose seconded to approve Resolution 23-08-04 Approve Proposed Ordinance Change – Irrigation Meter, First Reading only. Roll Call Vote: Dose-Yes, Tiarks-Yes, Forbush-Yes, Madsen-Yes. Absent: Pingel. Carried 4-0.

No action taken on Middle School Irrigation for Ball Fields.

Forbush moved, Tiarks seconded to open the public hearing on the Budget Amendment #1 for FY2024. Maor Bardsley opened the public hearing at 7:22 p.m. Discussion on items posted on notice. Madsen moved, Tiarks seconded to close public hearing. Motion carried 4-0. Mayor Bardsley closed the public hearing at 7:25 p.m.

Tiarks moved, Forbush seconded to adopt Resolution 23-08-05 Approve Budget Amendment #1 for FY2024. Roll Call Vote: Tiarks-Yes, Forbush-Yes, Dose-Yes, Madsen-Yes. Absent: Pingel. Resolution adopted 4-0.

Discussion on Real Estate Offer on 142 - 3<sup>rd</sup> Street. Kelsie Rollins stated that the offer from Boss Props LLC is for \$8,000.00 and they would like to make office space. Bose stated \$8,000.00 is the final amount that would be offered.

Dose moved, Madsen seconded to approve Resolution 23-08-06 to Set Public Hearing Date for real estate offer at 141 – 3<sup>rd</sup> St, city-owned real estate, for Tuesday, September 12, 2023, at 6 p.m. Roll Call Vote: Tiarks-Yes, Madsen-Yes, Dose-Yes, Forbush-Yes. Absent: Pingel. Resolution adopted 4-0.

Madsen moved, Dose seconded to approve of Los Tiacos LLC Alcohol License pending DRAM approval by Iowa Alcoholic and Beverage Division. Motion carried 4-0.

Madsen moved, Dose seconded to approve Resolution 23-08-07 – Approve monthly transfer from Sewer to Sewer Sinking for loan with State Revolving Fund (Every month – July 2023 through June 2024). Roll Call Vote: Dose-Yes, Forbush-Yes, Tiarks-Yes, Madsen-Yes. Absent: Pingel. Resolution adopted 4-0.

Madsen moved, Forbush seconded to approve Resolution 23-08-08 Endorsement for City of Underwood’s Grant Application Request to the Iowa DNR REAP City Parks and Open Spaces Program for the Recreational Trail within Underwood City Limits Trail Connection for Underwood’s Recreation Trail – Phase 2. Roll Call Vote: Madsen-Yes, Tiarks-Yes, Dose-Yes, Forbush-Yes. Absent: Pingel. Resolution adopted 4-0.

Madsen moved, Forbush seconded to approve United Health Care Policy Renewal. Motion carried 4-0.

Wastewater Treatment Plant and NPDES permit update – Iowa DNR communicated to City Administrator that Underwood waste load allocation will be reviewed in August 2023.

Madsen moved, Dose seconded to approve Resolution 23-08-09 Set Public Hearing Date for Budget Amendment #2 FY2024: on Tuesday, September 12, 2023, at 6 p.m. Roll Call Vote: Dose-Yes, Forbush-Yes, Madsen-Yes, Tiarks-Yes. Absent: Pingel. Resolution adopted 4-0.

Tiarks moved, Forbush seconded to approve the consent agenda and claims. US Post Office-77.01, Sams Club-\$97.03. Motion carried 4-0.

Agriland	Fuel-Fire/City-July 23	\$865.10
Bobcat	Coupler/rental and Tires/wheels Fire Dept	\$779.83
Casey Baragary	Operator by Affidavit July 23	\$600.00
Cindy Sorlien	Mileage-bk dep	\$217.46
Computer Systems	Mo. IT svcs/backup/Warr-Aug 23	\$880.50
Council Bluffs Library	Library Contract 7/1/23-6/30/24	\$4,246.18
Daily Nonpareil-Legal	Legal publications	\$570.20

Dave Lyon Towing and Repair	Diagnostics-no power-back of squad	\$315.00
Dennis Bardsley	Mileage-bk dep	\$62.88
Dept of Natural Resources	NPDES permit FY2024	\$210.00
QMC	EMS Billing June 23 & one April 2023	\$447.66
Ideal Pure Water	Wtr disp/bott-Jul 23	\$37.20
IMWCA	Work Comp prem 23-24 deposit Install #2	\$718.00
Iowa One Call	June 23 locates	\$12.70
JDW Midwest	July 23 bldg inspector	\$1,881.29
KNOD	July 23 Radio Baseball UHS	\$96.00
Marne Elk Horn	Ph/Cble-FDept/Ph-City-July 23	\$265.64
Max I Walker	Grey Mat Rug-7/12/23 and 7/26/23	\$55.04
Menards	Park & cleaning supplies	\$163.23
MidAmerican Energy	Electricity Read Date 7.7.23	\$2,576.34
Midwest Lab	Wastewtr Tests -Jul 23	\$666.60
M & K Tree Svc - MTS	July 23 Garbage	\$3,544.00
Regional Water	Water July 2023	\$268.18
Safeguard	Deposit tickets	\$96.61
Snyder & Associates	Design of Rec Trail-Phase 1	\$12,420.00
United Healthcare	Health ins Aug 23	\$4,311.74
US Bank VISA	Subscription/conference	\$238.99
Verizon	Public works lagoon cell July 23	\$62.82
Wells Fargo	Copier Aug 23 + copies b/w/c overage	\$219.54
	Sub-total	\$36,828.73
July 23 Payroll	Staff	\$20,533.16
	Total	\$57,361.89

Reports:

Fire/Rescue Department: 178 runs for the year

Mayor: In Cityscape, publication by Iowa League of Cities, an Underwood 7<sup>th</sup> grade student won the Iowa District 4, essay on "If I Were a Mayor." Also if anyone has ideas about improving or new ideas for events or projects, please let him and council know.

Clerk: Submitted the debt outstanding report, worked on the street finance report. REAP grant for Final Phase of Trail will be submitted by the deadline based upon resolution passed today, will take the easements to get recorded at Pottawattamie County Courthouse, need to stay firm with cut-off for agenda for regular meetings to the Wednesday before at noon, the city does not have a dump but with the two windstorms that came through, Public Works tried to assist citizens on two separate occasions in July.

Maintenance: The company will come to camera sewer pipes in areas, Public works have been filling cracks on North Street, and will spray 4<sup>th</sup> avenue (North of North Street) with product to try to get it to bind together more.

Council Committees:

Economic Development: None Finance: None Personnel: None Streets: None Sewer: None Cemetery: None Water: None Code Compliance: Calls made, and citizens addressed timely.

Parks: Committee met separately at Trailhead Park and 625 Highway Street to see potential location of pickleball court.

Madsen moved, Dose 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 the City Administrator/Clerk and subject to approval at the next regular council meeting.*

Mayor Dennis Bardsley

Attest: Cindy Sorlien, City Administrator/Clerk

Underwood-Jul 23	Expenses	Revenue
General	21200.04	9833.47
Garbage	3586.03	4019.70
Fire	14034.07	4782.37
Ambulance	2331.21	2035.04
Road Use Tax	7030.78	10721.51
Employee Benefits	4842.57	0.00
Emergency Fund	0.00	51.27
Local Opt Sales Tax	0.00	12072.70
Tax Increm Fin	0.00	6.99
Debt Service	0.00	671.84
Sewer	17940.40	20595.51
Sewer Sinking	0.00	4113.37
Total	70965.10	68903.77