

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES - September 12, 2023

Mayor Dennis Bardsley called the meeting to order on Tuesday, September 12, 2023, at 6 p.m.

Roll Call in attendance Pingel, Dose, Tiarks, Madsen, Forbush. Also in attendance: Sorlien, Kelsie Rollins, Jodi Bose, Joyce Rodenburg, Erin Johnsen, Justen and Jessie Tooley.

Pledge of Allegiance recited.

Forbush moved, Madsen seconded to approve the agenda. Motion carried 5-0. No council member stated a conflict of interest.

Tiarks moved, Forbush seconded to approve the August 8, 2023, Regular Meeting minutes. Motion carried 5-0.

There were no comments brought to city council for public forum.

No action taken on Pickleball Court location of either Trailhead Park or 625 Highway St.

Madsen moved, Pingel seconded to open the public hearing on Budget Amendment #2 for FY2024. Motion carried 5-0. Mayor Bardsley opened the public hearing at 6:16 p.m. Capital project increase and newspaper publishing fee. Madsen moved, Forbush seconded to close the public hearing. Motion carried 5-0. Mayor Bardsley closed the public hearing at 6:18 p.m.

Pingel moved, Dose seconded to approve Resolution 23-09-01 Approve Budget Amendment #2 for FY2024. Roll Call Vote: Madsen-Yes, Pingel-Yes, Tiarks-Yes, Forbush-Yes, Dose-Yes. Resolution adopted 5-0.

Madsen moved, Pingel seconded to open the public hearing on Real Estate Offer on 142 - 3rd Street from Boss Props LLC for \$8,000.00. Motion carried 5-0. Mayor Bardsley opened the public hearing at 6:19 p.m. Discussion on survey, title insurance and recording fees. Buyer didn't request title insurance. Buyer does not request a survey if not needed. Madsen moved, Tiarks seconded to close the public hearing. Motion carried 5-0. Mayor Bardsley closed the public hearing at 6:24 p.m.

Madsen moved, Forbush seconded to approve the \$8,000.00 offer for sale of city-owned real estate at 142 Third Street, pending transfer/recording fee/survey fees amendment for buyer and seller to pay half of the cost, buyer does not request title services, buyer does not request survey if not needed, to be determined by city attorney. Motion carried 5-0.

Resolution 23-09-02 Approving Sale and Conveyance of 142 Third Street Real Estate Owned by the City of Underwood - No action taken. Resolution 23-09-03 No Action taken.

Madsen moved, Dose seconded to approve closure on Sunday, October 15, from 4 to 8 p.m. on 3rd Street from 3rd Avenue to 120 – 3rd St (Century Link Building), and 3rd Avenue from 3rd Street to 4th Street, for Trick or Treat Business Event hosted by UMBA. Motion carried 5-0.

Kelsie Rollins and Erin Johnsen left at 7:06 p.m.

Madsen moved, Pingel seconded to re-set the public hearing date for Proposed Irrigation Meter Ordinance Change for with one line that the only exception will be the Underwood Community Schools will be allowed to irrigate the school's athletic fields, for Tuesday, October 10, 2023, at 6 p.m. Motion carried 5-0.

Reviewed Contracts and Bonds with Caliber Concrete LLC for- Recreation Trail – Phase 1 (Right of Way - North to 4th Street.) Madsen moved, Tiarks seconded to approve the Contracts and Bonds-Recreational Trail – Phase . Roll Call Vote: Madsen-Yes, Pingel-Yes, Tiarks-Yes, Forbush-Yes, Dose-Yes. Resolution adopted 5-0.

Madsen moved, Dose seconded to approve Resolution 23-09-05 Endorsement for City of Underwood's Grant Application Request to the Federal Recreation Trails Program for Phase 2 of the Recreational Trail within Underwood City Limits Trail Connection. Roll Call Vote: Madsen-Yes, Forbush-Yes, Dose-Yes, Pingel-Yes, Tiarks-Yes. Motion carried 5-0.

Madsen moved, Tiarks seconded to adopt Resolution 23-09-06 Approving Street Finance Report to Iowa Department of Transportation for FYE30JUN2023. Roll Call Vote: Forbush-Yes, Tiarks-Yes, Pingel-Yes, Dose-Yes, Madsen-Yes. Resolution adopted 5-0.

Sewer Committee met and discussed Balance Adjustment request credit. Tiarks moved, Forbush seconded to accept the balance adjustment for a credit of \$234.00. Motion carried 5-0.

Wastewater Treatment Plant and NPDES permit: Per engineer, waiting for LEMNA to give revised costs so facility plan can be submitted to Iowa DNR.

Madsen moved, Dose seconded to adopt Resolution 23-09-07 increasing bank account balances between all accounts to \$5.2 million. Roll Call Vote: Forbush-Yes, Madsen-Yes, Pingel-Yes, Dose-Yes, Tiarks-Yes. Resolution adopted 5-0.

Discussion on Fence Replacement of 450 feet. No action taken. Existing fence at school property on East side of Railroad Highway will be used and relocated 10 feet back.

Tiarks moved, Pingel seconded to approve the consent agenda and claims. Motion carried 5-0. Iron Mountain-\$172.95, Wellmark-\$121.10, Underwood Farm Supply-\$180.00, IPERS-\$2726.76, Dept of Revenue-\$72.00, EFTPS-\$4802.78, Flotraffic LLC-\$5187.17, US Postmaster-\$1512.80, Community Foundation SW Iowa-\$79.00, Daily Nonpareil-\$208.00, US Postmaster-\$73.95, MidAmerican-\$2550.27x, Dearborn-\$231.90, United Healthcare-\$4552.76, IPERS-\$2837.42, EFTPS-\$4540.87, Treasurer-State of IA-\$387.39

Agriland	Fuel-Fire/City-August 23	\$1,166.47
Bobcat	Edge Cut, bolt/nut	\$546.61
Broeckelman	Audit financial stmnts FY23	\$13,954.71
Cindy Sorlien	Mileage-bk dep	\$95.63
Clark Eqpt dba Bobcat	Gutter brush for Bobcat skid loader	\$2,382.64
Computer Systems	Backup-UPS computer/Mo. IT svcs/backup/Warr-Aug 23	\$954.50
Daily Nonpareil-Legal	Legal publications	\$327.04
Dave Lyon Towing and Repair	#2481 fuel filter/oil change	\$967.37
Dennis Bardsley	Mileage 9/1	\$20.96
Diamond Vogel	Yellow/White Traffic Paint-road -crosswalks	\$725.60
FLSCO	concrete-labor-demo svc disconnect area	\$506.60
QMC	EMS Billing July ambulance	\$197.56
General Fire & Safety	Fire Dept/City Hall fire ext replacement/inspect	\$485.75
Hitouch Business	Office supplies/binders/paper/tape/notepad	\$191.70
Ideal Pure Water	Wtr disp/bott-Aug 23	\$19.60
IMWCA	Work Comp prem 23-24 deposit Install #3	\$718.00
Iowa One Call	July 23 locates	\$22.60
JDW Midwest	Aug 23 bldg inspector	\$2,599.20
Jennie Ed Hospital	Pharmacy supplies-ambulance	\$83.53
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Sept 23	\$269.31
Matheson Tri-Gas	Oxygen	\$147.93
Max I Walker	Grey Mat Rug-8/9/23, 8/23/23, 9/6/23	\$83.19
Menards	Batteries/light bulbs/bldg attachment	\$64.58
Midwest Lab	Wastewtr Tests -August 23	\$657.25
M & K Tree Svc - MTS	Aug 23 Garbage	\$3,544.00
Regional Water	Water August 2023	\$268.18
Salvo's Electrical	Power line/conduit speed sign & park fix	\$850.00
Snyder & Associates	Design of Rec Trail-Phase 1	\$9,000.00
Ty's Outdoor Svc	2 SETS snow blade cutting edges	\$1,444.06
US Bank VISA	Subscription/wastewater conference, mtgs, record fees	\$378.68
Verizon	Public works lagoon cell and phone	\$1,382.78
Wellmark	Dental insurance October 2023	\$179.32
Wells Fargo	Copier Sep 23 + copies b/w/c overage	\$264.02
	Sub-total	\$44,499.37
Aug 23 Payroll	Staff	\$19,637.44
	Total	\$64,136.81

Reports:

Fire/Rescue Department: 201 runs for the year. Firemen supper is October 1 from 4 to 7 p.m. at UMBA Hall.

Mayor: Denny and Dave went to the first rural summit in Carson. The conference discussed that the trail would help bring people into the rural communities.

Maintenance: Taking bids for water/sewer for Bathroom at 625 shop needed for a winter project. Finished tarring North St. going to seal coat in the spring 3rd St (Main street) and will be painted/striped again in Spring 2024. There are no issues at the lagoon-started taking duck weed out last week. New set of cutting-edge blades for both snowplows received. No issues with cemetery other than no rain. The park bathrooms were de-clogged due to sweatshirt stuffed in the toilet.

Administrator/Clerk: Photography contest winners-Bailey Skiles and Gracie Hoffman. Information and pictures on the website and the September newsletter that will go out near Sept. 15. REAP decision on grant request will be made on or around October 12 by IA DNR. ICAP Grant – discussion to request benches for pickleball court or picnic table. Audit was completed last week of August. Updated debt outstanding report on 8/31 to include the \$125K, as the Pott County Board of Supervisor forgivable loan, due to the way the contract was written by the county attorney. Regardless of the money being ARPA, the contract constitutes language for debt, per city auditor and State of Iowa auditor. Once the monies are expended, paperwork will be completed by the City and approved by the Underwood City Council to submit to the Pottawattamie County Board of Supervisors to sign, releasing the city from any obligation related to the funds provided. Grant was submitted to Iowa West for stormwater portion of Phase 1 of Trail.

Council Committees:

Economic Development: None

Finance: Finance Committee met on August 31 with CPA for exit.

Personnel: None Streets: None

Sewer: Met regarding sewer bill and balance adjustment request. Also, Lagoon gate must be locked daily for liability issues.

Cemetery: None

Water: Regional Water replaced the hydrant at the Fire Station. They will need to rotate it for easier water fill process.

Code Compliance: None Parks: None

Forbush moved, Madsen seconded to adjourn the meeting. Motion carried 5-0. Mayor Dennis Bardsley adjourned the meeting at 7:58 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-Aug 23	Expenses	Revenue
General	40,912.40	8,124.13
Garbage	3,588.03	4,598.28
Fire	1,802.72	307.01
Ambulance	846.33	1,149.40
Road Use Tax	5,136.11	10,608.10
Employee Benefits	4,154.41	0
Local Option Sales Tax	0	17,954.03
Tax Incr Finance	0	7.47
American Rescue Plan Funds	5,187.17	0
Sewer	15,899.21	23,843.22
Sewer Sinking	0	4,113.37
Total	77,526.38	70,705.01