

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES -Tuesday, November 14, 2023

Mayor Dennis Bardsley called the regular meeting to order on Tuesday, November 14, 2023, at 6 p.m.

Roll Call: Forbush, Dose, Madsen. Pingel arrived at 6:18 p.m. Absent: Tiarks. Also in attendance: Powell, Sorlien, Jodi Bose, Alyse Petersen, Zoey Miles, Lola Paulson, Nick Hackett, Angie Maxwell, Delaney Cunningham, Dave Sturm, Claire Cook, Joyce Rodenburg, Lucas Bose, Kele Erwin, Keith Rodenburg.

Pledge of Allegiance recited.

Madsen moved, Forbush seconded to move Wastewater Treatment Plant Project to after recreation trail partial pay app and to approve the agenda with that change. Motion carried 3-0.

Forbush moved, Madsen moved to approve the October 10, 2023, regular meeting minutes. Motion carried 3-0.

During Public Forum, Tom Kallman-Manager of Regional Water, stated he would attend the December 12 meeting to discuss the water increase taking place in January 2024.

The shoulder rock was not salvable for part of the Recreation Trail-Phase 1. The fine grading will be done once it turns cold and the winter seed will be placed as well. Once that is complete, matting will be placed, and then the silt fence to be removed.

Madsen moved, Forbush seconded to approve Change Order #2 for \$5,771.33 to Caliber Concrete LLC. Motion carried 3-0.

The winter grass seed will be placed when it's cold, as the current warm weather could activate it and then it wouldn't sprout in the spring. The retainage fee will be held until spring. The fire truck was moved to go out the south door. Dave Sturm, Engineer, stated that the area north of the fire station driveway was paved as thick as streets are and will handle the weight of the fire truck. Forbush moved, Madsen seconded to approve Partial Pay App #2 for \$223,803.63 to Caliber Concrete LLC for Recreation Trail – Phase 1. Motion carried 3-0.

There will be a tour of the Earling LEMNA system on Friday, November 17, for any council members or council elect members. This is the system type for the Underwood's Wastewater Treatment Plant Project.

Dave Sturm left at 6:18 p.m. and Jim Pingel arrived at 6:18 p.m.

Madsen moved, Forbush seconded to approve Resolution 23-11-01 Irrigation Meter Proposed Ordinance Change – Second Reading to allow Underwood Schools to irrigate the athletic fields. Roll Call Vote: Pingel-Yes, Forbush-Yes, Dose-Yes, Madsen-Yes. Absent: Tiarks. Resolution adopted 4-0.

Dose moved, Forbush seconded to approve Resolutions 23-11-02, 23-11-03, 23-11-04, 23-11-05, 23-11-06, 23-11-07 and 23-11-08: Authorizing Fund Transfers (Roads, Fire, Sewer, Other Public Safety) to Debt Service and Sewer Sinking for FY 2024. Roll Call Vote: Madsen-Yes, Dose-Yes, Forbush-Yes, Pingel-Yes. Absent: Tiarks. Resolutions adopted 4-0.

Pingel moved, Madsen seconded to approve Bond Attorney services for 2023-2025 sewer system improvement project. Motion carried 4-0.

Madsen moved, Forbush seconded to approve Resolution 23-11-09 to fix a date for a public hearing for Tuesday, December 12, 2023, at 6 p.m., on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$319,400. Roll Call Vote: Dose-Yes, Forbush-Yes, Pingel-Yes, Madsen-Yes. Absent: Tiarks. Resolution adopted 4-0.

Madsen moved, Forbush seconded to approve Resolution 23-11-10 approving the Urban Renewal Report for FYE 30JUN2023. Roll Call Vote: Madsen-Yes, Pingel-Yes, Forbush-Yes, Dose-Yes. Absent: Tiarks. Resolution adopted 4-0.

Forbush moved, Dose seconded to approve Resolution 23-11-11 approving the Annual Finance Report for FYE 30JUN2023. Roll Call Vote: Pingel-Yes, Madsen-Yes, Forbush-Yes, Dose-Yes. Absent: Tiarks. Roll Call Vote: Pingel-Yes, Madsen-Yes, Dose-Yes, Forbush-Yes. Absent: Tiarks. Resolution adopted 4-0.

Madsen moved, Pingel seconded to approve TIF payments to Shiloh Properties. Motion carried 4-0.

Madsen moved, Pingel Seconded to approve public works to fix the storm sewer on the northwest corner of Railroad Highway and North Street and then try to bill Century Link, as it was caused during their construction. Motion carried 4-0.

Madsen moved, Forbush seconded to accept Todd Erwin's resignation on the Board of Adjustments Committee effective 1/1/24, open the membership to citizens to apply and placed on December 12, 2023 agenda. Motion carried 4-0.

Madsen moved, Dose seconded to approve the consent agenda and claims. Motion carried 4-0. Friends of Underwood-\$1,000.00, McMullen Ford-\$52,815.00, Bobcat-\$7015.76, Hol Inn-\$336.00, Resource Rental-\$299.00, MidAmerican Energy-\$2,055.14, US Postmaster-\$69.36, Treasurer IA-\$340.19, \$3,695.10, Ipers-\$2,598.83

Agriland	Fuel-Fire/City-Oct 23	\$939.32
Albright Auto Plus	copper plus-rain-x	\$29.80
Amy Kuper	Mileage Oct 23	\$19.65
Cindy Sorlien	Mileage-adv training, conference, courthouse	\$564.61
Computer Systems	Backup-UPS computer/Mo. IT svcs/backup/Warr	\$840.50
Daily Nonpareil-Legal	Legal publications-Oct 23 mins/AntidegrWWTP	\$234.30
Dave Lyon Towing	3 batteries Dump Truck-International	\$515.85
Electric Pump	North Blower pump-lagoon and install	\$7,339.00
Hi-Touch	Binder Clips, plastic sleeves	\$171.76
Ideal Pure Water	Wtr disp/bott-Oct 23	\$19.60
IMWCA	Work Comp prem 23-24 deposit Install #5	\$718.00
Iowa One Call	Aug/Sep One Calls 27 @\$0./90 each	\$24.30
Iowa Rural Water	Community Dues Membership Calendar Year 2024	\$305.00
Iron Mountain	Shredding Svc 9/27-10/24/23	\$182.11
JDW Midwest	Oct 23 bldg inspector	\$1,407.56
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Oct 23	\$268.53
Max I Walker	Grey Mat Rug- Oct/Nov 2023	\$56.30
Menards	Gloves, wood, clamps, ties, block, supplies	\$309.34
Midwest Lab	Wastewtr Tests -Oct 23 & lab supplies	\$912.20
M & K Tree Svc - MTS	Oct 23 Garbage	\$3,550.00
Northern Lights Display	40" adjustable banding straps	\$149.82
Pott Co Sheriff	3rd Qtr-4th Qtr 2023 - police contract	\$8,514.50
Storey Kenworthy/Parrot	Checks + freight	\$361.20
Regional Water	Water October 2023	\$268.18
Sam's Club	Supplies	\$6.25
Snyder & Associates	WWTP-antidegrad alt analysis/facility plan& Trail Svcs	\$11,660.00
Ty's Outdoor Power	Snow blade edge cut bolts	\$34.59
Underwood Farm Supply	Glystar K Plus	\$180.18
United Healthcare	Health insurance Nov 2023	\$5,903.12
US Bank VISA	Uniform/software/forms	\$674.93
Vander Haag's	Fuel Tank & Lining for dump truck	\$735.82
Verizon	On call phone-Oct 23	\$62.94
Wellmark	Dental insurance November 2023	\$179.32
Wells Fargo	Copier Oct 23	\$249.55
	Sub-total	\$47,388.13
Oct 23 Payroll	Staff	\$16,521.66
	Total	\$63,909.79

Reports:

Fire/Rescue Department: There are 236 runs for the year. The new pickup arrived and got the second bid for the skid unit and lighting to go on the back. This will be paid for by the UVFR funds.

Mayor: None

Administrator/Clerk: Newsletter for November/December 2023 will be combined and sent out/posted on 11/17. Iowa Rural Water Association nomination due. A business tab will be added on the city website and information request in the newsletter. Codification will need to start in 2024 to finalize in 2025. Strategic planning dates provided by McClure Engineering for April 2024 and will firm up dates in January. Seasonal employee to audit and create fillable building permit forms. Will complete basic orientation with

newly elected city council members before the next meeting. Handed out the Municipal Leadership Academy flyer from Iowa League of Cities and will register newly elected city council members and/or current council members if they wish to attend. The city will pay for the training.

Maintenance: Purchased a new fuel tank for the International dump truck, as there was a hole in the current one, and also purchased 3 batteries for it. On North Street on Sunday there was a water leak. There were 10 households who did not have water provided by Regional Water until Monday 11/13. Heading to Earling on Friday 11/17 at 10 a.m. to tour the LEMNA system. Once the process is approved Underwood's cell 2 will be divided and put into a dike, one for backup for high flow. It will double the sewer size the city can currently handle. A LEMNA topper will be placed on top of the area. Cell 3 will be filled and used for the building to house the equipment to run the LEMNA system. Question to be answered by the engineer in the future of what kind of heated building will it be – electric or natural gas. The two emergency generators at Lift Stations #1 and #3 were serviced by 3E last week.

Council Committees:

Economic Development: None Finance: None Personnel: None Streets: None Sewer: None Cemetery: None
 Water: None Code Compliance: None

Parks: Trailhead Park bathrooms were closed, and water turned off to avoid pipes freezing.

Adjournment: Madsen moved, Pingel seconded to adjourn the meeting at 7:02 p.m. Motion carried 4-0.

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-Oct 23	Expenses	Revenue
General	19,325.80	166,332.55
Garbage	4,122.23	4,460.29
Fire	54,333.27	228.86
Ambulance	906.06	1,295.89
Road Use Tax	14,862.04	10,710.63
Employee Benefits	3,795.60	3,792.38
Emergency Fund	0	4,466.49
Local Option Sales Tax	0	12,368.89
Tax Incr Finance	0	125,868.61
Debt Service	14,879.88	62,931.35
American Rescue Plan	60,306.77	0
Sewer	18,577.72	26,044.04
Sewer Sinking	0	4,113.33
Total	191,109.37	422,613.31