

**UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES**

Mayor Dennis Bardsley called the regular meeting to order on Tuesday, March 12, 2024, at 6 p.m.

Roll Call: Jim Pingel, JW Tiarks, Kelle Erwin, Jodi Bose, Josh Madsen. Also in attendance: Justen and Jessie Tooley, Keith Rodenburg, Joyce Rodenburg, Morgan Jastorff, Steven Killpack, Dave Powell, Cindy Sorlien.

Pledge of Allegiance recited by all.

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

Pingel moved, Tiarks seconded to approve the February 13, 2024, Regular Meeting minutes. Motion carried 5-0.

There was nothing brought up during Public Forum.

Pingel moved, Madsen seconded to open the Public Hearing on proposal to enter into a General Obligation Street Improvement Loan Agreement. Motion carried 5-0. Mayor Bardsley opened the public hearing at 6:03 p.m.

No one had provided any written comments. Madsen moved, Pingel seconded to close the public hearing. Motion carried.

Mayor Bardsley closed the Public Hearing at 6:05 p.m.

Pingel moved, Tiarks seconded to approve Resolution 24-03-01 Taking Additional action on proposal to enter into a General Obligation Street Improvement Loan Agreement and providing for the levy of taxes to pay General Obligation Street Improvement Note. Roll Call Vote: Madsen-Yes, Bose-Yes, Erwin-Yes, Pingel-Yes, Tiarks-Yes. Adopted 5-0.

Madsen moved, Erwin seconded to extend hookup to the sewer to 24878 Mulberry Lane to June 15, 2024. Motion carried 5-0. Once a plumbing permit is initiated with the City and completed inspection by the Building Inspector, then the process of working with Pottawattamie County to fill in the septic tank must occur.

Pingel moved, Erwin seconded to approve the new Alcohol Beverage License to Morgan Jastorff (leasing 24878 Mulberry Lane from Killpack) contingent on City Fire Inspection, meeting DRAM shop requirement, and State of Iowa requirements. Motion carried 5-0.

Madsen moved, Bose seconded to set the date for a Special Meeting on April 23, 2024, at 6 p.m. Motion carried 5-0.

Morgan Jastorff and Steve Killpack left at 6:33 p.m.

Discussion of oil, raking the road and to condition the gravel portion of the road – 4<sup>th</sup> Avenue from North Street to Hope Avenue. If that doesn't work, condition and spray again.

Reviewed Bid Tabulation for Road Equipment -Soil Conditioner. Pingel moved, Tiarks second to purchase soil conditioner for \$10,850.00 from Bobcat of Omaha. Motion carried 5-0.

Bose moved to contact family members regarding cemetery section discussed; and if don't hear- move forward with grading the south and west side of section. Pingel seconded. Motion carried 5-0.

Madsen moved, Tiarks seconded to approve the Parks recommendation for the pickle ball court by building a retaining wall 4 feet from the pickleball court and no lights at this time. Motion carried 5-0.

Tiarks moved, Bose seconded to approve the Personnel Committee Recommendation. Motion carried 5-0.

We don't have a punch list but will notify the engineer of what we feel needs to be completed regarding the Recreation Trail – Phase. The retainage fee has not been paid yet.

The engineer is working on the design of the LEMNA wastewater improvement upgrade.

Tiarks moved, Madsen seconded to approve the Consent Agenda and Claims. Motion carried 5-0. Dearborn-\$231.90, MidAmerican Energy-\$3304.15, IA Dept of Revenue-\$364.57, Ipers-\$251.34, EFTPS-\$4239.54, United Healthcare-\$3017.26, CLIA-\$248.00

|                              |                                     |            |
|------------------------------|-------------------------------------|------------|
| Agriland                     | Fuel-Fire/City- JAN 2               | \$1,005.57 |
| Andersen Door Service, Inc   | Rpr clutch Overhead Garage Door     | \$123.00   |
| Barco Municipal Products Inc | 10 Solar light Amber Lights - Roads | \$1,635.00 |
| Bobcat of Omaha              | Bobcat Skidsteer Rollover           | \$4,850.00 |
| Brody Darrington             | Trucking Road Rock to the City      | \$800.00   |
| Column Software PBC          | Public Feb 13, 2024 Mtg Minutes     | \$318.31   |

|                              |  |             |
|------------------------------|--|-------------|
| Computer Systems             | Computer svcs - Apr 24                             | \$870.50    |
| Council Bluffs Online LLC    | Hosting Website-Mar 2024-Feb 2025                  | \$300.00    |
| Danko Emergency Equipment    | 2 Dual grip/2 fire ext st stl/yellow forestry hose | \$1,407.35  |
| Electric Pump                | 8-4" flanged bolt/casket LS #2/svc call            | \$977.40    |
| HiTouch Business             | paper/folders/office supp                          | \$300.00    |
| Holiday Outdoor Décor        | Brackets   | \$216.80    |
| Ideal Pure Water             | Wtr disp/bott Feb 24                               | \$25.70     |
| JDW Midwest                  | FEB 24 bldg inspector                              | \$1,679.90  |
| Larsen Supply                | towel rolls/dispenser - fire dept                  | \$133.24    |
| Marne Elk Horn               | Ph/Cble-FDept/Ph-City-Feb 24                       | \$286.67    |
| Max I Walker                 | Grey Mat Rug change                                | \$56.30     |
| Menards                      | Air filters City Hall/Adhesive/road supplies       | \$168.18    |
| Midwest Lab                  | Wastewtr Tests - 1/30 to 2/22, 2024                | \$651.45    |
| M & K Tree Svc - MTS         | Feb 24 Garbage/292 Cans-32 Xcans                   | \$3,550.00  |
| Quick Med Claims             | Feb 24 bill percentage                             | \$139.50    |
| Regional Water               | Water Feb 24                                       | \$229.60    |
| Salvo's Contracting          | Rmv/Inst Power line-N. Radar Sign                  | \$584.00    |
| Schildberg Construction      | Road Rock 53.81 Ton                                | \$1,130.01  |
| Pottawattamie County Sheriff | 2nd Qtr 2024-law enforcement                       | \$4,257.25  |
| Snyder & Associates          | Wwtp Design-Plans-Specs-Admin                      | \$17,500.00 |
| Starnet Technologies         | Lift Station 1,2,3 Monitoring Jan 1-12/31/2024     | \$720.00    |
| US Bank VISA                 | DNR Fee Test Line Lzr Board                        | \$413.37    |
| Verizon                      | Pub Works Cell Phone Svcs                          | \$62.94     |
| Wellmark                     | Dental Apr 2024                                    | \$179.32    |
| Wells Fargo                  | Copier   | \$213.79    |
|                              | Sub-total  | \$44,785.15 |
| Feb 24 Payroll               | Staff  | \$16,855.31 |
|                              | Total  | \$61,640.46 |

**Reports:**

Fire/Rescue Department: 62 runs for the year.

Mayor: Nothing.

Maintenance: Fence is finished at the school. The new fall banners arrived. September 2024 will be the first time they will be placed on the light poles. Blinking lights for the stop signs came. All alleys have been rocked and new rock on Mulberry. The Mulberry bridge has had pothole patched on entrance. Started seal coating the road cracks on 3<sup>rd</sup> Street (Main Street.) There has been an issue at Lift Station #2. They have put all new gaskets, and it seems to be holding a prime right now.

Clerk: Received today the loan forgiveness from Pottawattamie County Board of Supervisors for the ARPA funds. Working on gathering info for codification and strategic planning. The Planning & Design Loan from State Revolving fund is \$17,500.00 of services on the wastewater treatment plant referenced above.

**Council Committees:**

Economic Development: None Finance: None Personnel: Met 2/29/24 Streets: None Sewer: None

Cemetery: Met 2/26/24 Parks: Met 2/26/24 Water: None Code Compliance: None

Pingel moved, Erwin seconded to adjourn. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 7:23 p.m.

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

Feb 24 Expenses: General-18112.45, Garbage-3634.36, Fire-4969.00, Ambulance-790.14, Rod Use Tax-17645.67, Emp Benefits-3717.48, Amer Rescue plan-26634.00, Sewer-19566.36, Sewer Capital Proj-71625.00, Total-\$166,694.46. Feb 24 Revenue: General-5996.26, Garbage-4702.63, Fire-185.97, Ambulnce-1395.00, Road Use Tax-9824.62, Emp Benefits-44.76, Emergency Fund-52.71, Local Option Sales Tax-18953.57, Tax Incr Finance-6.99, Debt Service-590.92, Sewer-26544.78, Sewer Sinking-4105.34, Sewer Capital Project-17500.00, Total Revenue-\$89,903.55.