

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES – Tuesday, April 9, 2024

Mayor Dennis Bardsley called the regular city council meeting to order on Tuesday, April 9, 2024, at 6 p.m.

Roll Call: JW Tiarks, Jim Pingel, Kelle Erwin, Jodi Bose, Josh Madsen. Also in attendance: Karla Larsen, Shelly Jager, Nikki Woods, Joyce Rodenburg, Nate Summers, Dave Powell, Cindy Sorlien.

Pledge of Allegiance recited.

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

Tiarks moved, Pingel seconded to approve the March 12, 2024, regular meeting minutes. Motion carried 5-0.

No one provided written comments, nor commented during the Public Forum.

Nikki Woods spoke on behalf of the Southwest Iowa Realtors regarding. Also present were Shelly Jager and Karla Larsen. Mayor Bardsley proclaimed April Fair Housing month for the city of Underwood. Photo taken with the mayor, council members and realtors. Woods, Jager, and Larsen left at 6:05 p.m.

Pingel moved, Tiarks seconded to open the Public Hearing to Review an Application for a State Revolving Fund (SRF) loan and environmental information related to the City's wastewater treatment system. Motion carried 5-0. Mayor Bardsley opened the public hearing at 6:07 p.m. During the Hearing, no questions were posed. No written comments provided to city hall. Pingel moved, Erwin seconded to close the Public Hearing. Motion carried 5-0. Mayor Bardsley closed the public hearing at 6:10 p.m.

Pingel moved, Tiarks seconded to approve Resolution 24-04-01 Approve State Revolving Fund Environmental Information. Roll Call Vote: Madsen-Yes, Bose-Yes, Erwin-Yes, Tiarks-Yes, Pingel-Yes. Adopted 5-0.

Nate Summers, Municipal Advisor with UMB Bank discussed the sewer rates in relation to the Capital Project Sewer Upgrade. He presented historical operating data versus the current operating expenditures and reviewed the net revenues for debt service. The state revolving fund (SRF) has to confirm \$1.10 revenue for every \$1 of each debt service. The City voters voted in the past to allocate 25% of the local option sales tax to the sewer fund. SRF allows that revenue to determine the 1.10 calculation. The construction coming in with the higher estimate of 4.6-4.7M + contingency for emergencies would lean towards a \$5.5M SRF revenue loan. Reviewed 20-year versus 30-year loans. Looking at the 30-year gives more options for future years and still have the ability to pay off sewer debt with no penalty. Nate will produce an additional pro forma and staff will discuss with the engineer where DNR is in their review process. No action taken.

Wastewater Treatment Plant and NPDES permit were discussed above. Nate Summer left at 6:43 p.m.

Erwin moved, Madsen seconded to set the date for Public Hearing regarding Budget FY2025 for April 23 at 6 p.m. Motion carried 5-0.

Ginny Bardsley, representing Friends of Underwood, issued a written request for Flowers Donation for the city flowers, whereas all four groups within Underwood generally contribute. Madsen moved, Bose seconded to approve \$150.00 donation for city flowers for the planters throughout the city for the public purpose of community beautification. Motion carried 5-0.

Bose moved, Madsen seconded to table the UMBA Request for 4th of July Events – Closure of Roads and Donation to Fireworks to next month so an UMBA representative can attend the May 14 regular meeting and explain/talk about their request. Motion carried 5-0.

No action taken on Alcohol Beverage License Submitted UMBA License to Local Authority – Outside of Current License Period.

Pingel moved, Madsen seconded to approve the Alcohol Beverage License for the I80 Lounge for Morgan Jastorff. Motion carried 5-0.

Discussion on Trailhead Park Vandalism – Council directed staff to contact the sheriff regarding the city parks hours 10 pm to 6 am and request for the sheriffs to do more drive-bys late in the evening. Bose moved to get bids for Wi-Fi and camera options and amended to allow the Parks Committee to make a decision prior to the next meeting, Erwin seconded the original motion and the amendment. Motion carried 5-0.

Bose moved, Madsen seconded to approve the purchase of the blue street signs with the Eagle Street Signs for the Farm to Market Road and Railroad Highway for the amount of \$1,425.90 from Iowa Prison Industries. Motion carried 5-0.

Madsen moved, Bose seconded to put up the red flashing lights on the stop signs. Motion carried 5-0.

Dave Powell gave an update on Alternative Completed on 4th Avenue from North Street to Hope Avenue. That part of the road was graded and sprayed. If dust becomes increasingly an issue, public works staff will apply moisture to the road, grade and apply the spray again. No action.

Bose moved, Pingel seconded to allow the volunteers designated to use a darker color sealant for the Welcome Sign – West Entrance to Town. Motion carried 5-0.

Madsen moved, Bose seconded to approve the Law Enforcement Contract with Pottawattamie County Sheriff for FY2025. Motion carried 5-0.

Erwin moved, Pingel seconded to approve Certificate of Resolution 24-04-02 Approve and Adopt Amended section 125 Cafeteria Plan effective June 1, 2024 and the Administrator shall be instructed to take such actions deemed necessary and proper in order to implement the amended Plan and set up adequate accounting and administrative procedures, and notification to employees of the Employer of the adoption of the amended Plan for Plan Year Ending May 31, 2025. Roll Call Vote: Pingel-Yes, Erwin-Yes, Madsen-Yes, Bose-Yes, Tiarks-Yes.

Madsen moved, Erwin seconded to place on the special meeting agenda for April 23 the training for Annual Municipal Securities Disclosure. Motion carried 5-0.

Madsen moved, Bose seconded to approve the final Financial Audit 7/1/22-6/30/2023 received from CPA on 4/1/2024. Motion carried 5-0.

Tiarks moved, Erwin seconded to approve the Consent Agenda and Claims. Motion carried 5-0. ICAP-\$50857.00, Bobcat-\$10850.00, MidAmerican Energy-\$2791.22, FLSCO-\$578.80, US Postmaster-\$265.00, IMFOA-\$150.00, United Healthcare-\$3017.26, EFTPS-\$4287.11, Ipers-\$2670.44, IA Dept of Revenue-\$338.28, State Withholding-\$1183.25, Iowa Workforce-\$53.85

Agriland	Fuel-Fire/City- MAR 2024	\$1,009.97
Albright Parts Plus	Prime AF 3100 Dump Truck	\$37.02
Century Asphalt	Crackfill Material-Pallet Road	\$2,850.00
Cindy Sorlien	Mileage	\$237.85
Column Software PBC	Legal Public Mar Reg Minutes	\$175.10
Daily Nonpareil Legal	Legal Pub-Prop tax Hrng April 9th	\$266.13
Danko Emergency Eqpt	Tft Twister w grip dual gallon	\$264.29
Electric Pump	Freight on flanges LS#2	\$48.24
Gworks	Front desk +50 users	\$280.00
Holiday Outdoor Décor	Fall Banners (22)	\$3,069.00
Ideal Pure Water	Round hot cooler/ 5 gal r/o	\$20.85
JDW Midwest	Bldg Inspection Svcs-MAR2024	\$2,426.95
Marne Elk Horn	Ph/Cble-FDept/Ph-City-Apr 24	\$366.94
Max I Walker	Grey Mat Rug- Mar 24	\$56.30
Menards	Pickleball Court Supp/SW/Chal/Block retain wall	\$3,831.94
Midwest Lab	Wastewtr Tests -Feb/Mar 24	\$655.45
M & K Tree Svc - MTS	Mar24 Garbage	\$3,550.00
Regional Water	Water Read Date March 20	\$229.60
Safeguard	Deposit Slips	\$151.83
Schildberg	fill sand-park	\$124.16
Snyder & Associates	Design of Highway Ave 24/25	\$33,217.50
US Bank VISA	Road/parks eqpt, CLIA, IMFOA	\$1,826.01
Verizon	On Call Public Works Phone	\$62.94
Wellmark	May dental ins	\$179.32
Wells Fargo	603-0272853-000 Contract	\$239.77
	Sub-total	\$55,177.16
March 24 Payroll	Staff	\$16,976.68
	Total	\$72,153.84

Reports:

Fire/Rescue Department – 95 runs for the year. Pancake Breakfast Sunday, April 14 from 7 am to noon.

Mayor – None

Maintenance – Powell stated second new gas tank on the dump truck. Streets – still coating the road cracks. Sewer lift station #2 finding junk and paper towels in the wet well. There are two code violations. Council directed staff to send letters to property owners with notification of civil infraction and what the next steps could be if it is a recurring problem.

City Administrator/Clerk – completed the prescription drug data collection for health insurance filing 2023, health equity completed, high school students will be helping April 19 with public works at Trailhead Park, FYI that Regional Water reached out to approximately 60 households to find out types of pipes they have in their house. Regional Water stated this is an Environmental Protection Agency (EPA) directive and goal to get rid of lead pipes. Finishing the AFG 2019 FEMA grant close out report for the SCBA units the fire department received. Will put the city-wide garage sale 6/1 in the CB nonpareil (one time the end of May), website and newsletter. Open job placed in Harlan newspaper. Council directed staff not to advertise the job Nonpareil, but to look at other methods that are cost effective. There are no cemetery deeds, only the certificate when someone purchases. Council directed city admin to continue with that only.

The committee that met since the last regular meeting was Personnel.

Council did not go into Closed Session.

Madsen moved, Tiarks seconded to approve the Personnel Committee Recommendations and accept the resignation of Justen Tooley. Motion carried 5-0.

Madsen moved, Pingel seconded to adjourn. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 8:09 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