

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES - Tuesday, May 14, 2024

Mayor Dennis Bardsley called the meeting to order on Tuesday, May 14, 2024, at 6 p.m.

Roll Call: Madsen, Bose, Pingel, Erwin. Absent: Tiarks. Also in attendance: Bob Dose, Jim Ross, Keith Rodenburg, Dave Sturm, Mary Ann Hanusa, Erin Johnsen, Todd Erwin, Kelsie Rollins, Dave Powell, and Sorlien.

Pledge of Allegiance recited.

Jodi Bose stated a conflict of interest with two items. Pingel moved, Erwin seconded to approve the agenda. Motion carried 4-0.

Madsen moved, Bose seconded to approve the Minute from the April 9, 2024- Special Meeting, April 9, 2024- Regular Meeting, and April 23, 2024- Special Meeting. Motion carried 4-0.

Public Forum: Mary Ann Hanusa introduced herself and stated she is running for the Pottawattamie County Auditor in the Republican Primary on June 4. She was in the House of Representatives and currently works at Children's Square. Mary Ann stated she is running for two pieces: 1) election and 2) financial. She would appreciate support and left flyers. Mary Ann Hanusa left at 6:07 p.m.

Motion made by Pingel, seconded by Madsen to approve Resolution 23-05-10 Approve Revised Federal-aid Agreement with Iowa Department of Transportation and Pottawattamie County for a RAISE Discretionary Project – Magnolia Bridge-Lane-Paving. Replaced with Project Number HDP-7830(601)-6B-78. Roll Call Vote: Bose-Yes, Erwin-Yes, Pingel-Yes, Madsen-Yes. Absent: Tiarks. Resolution adopted 4-0.

Project Punch List complete for Trail-Phase 1. Bose moved, Pingel seconded to approve the final pay app of \$15,057.21 to Caliber Concrete. Motion carried 4-0. Dave Sturm left at 6:19 p.m.

Madsen moved, Erwin seconded to adopt Resolution 24-05-01 Accepting Work – Trail-Phase 1. Roll Call Vote: Madsen-Yes, Bose-Yes, Pingel-Yes, Erwin-Yes. Adopted 4-0. Absent: Tiarks

No one from Southwest Iowa Planning Council (SWIPCO) showed up to present.

Bose moved, Madsen seconded to approve the 4th of July street closures for the parade, Runderwood, activities and Fireworks. Motion carried 4-0.

Bose moved, Madsen seconded to approve the donation of fireworks of \$3,350 (provided the fireworks vendor invoice and contract is provided by July 1) for the public purpose of community engagement and intergenerational activity. Motion carried 4-0.

Madsen moved, Bose seconded to approve UMBA Annual Alcohol Beverage License Renewal pending DRAM Shop approval. Motion carried 4-0.

UMBA is subcontracting with Nesting 365 LLC for the beer garden for 4th of July at the UMBA Pavilion.

Erwin moved, Madsen seconded to approve the Alcohol License for Nesting Grounds Coffee Bar and Bakery Alcohol License, with Outdoor service, pending DRAM Shop approval. Motion carried 3-0. Bose-Abstained. Absent: Tiarks.

Bose withdrew the Street Closure Request – Street Dance – June 8.

Madsen moved, Erwin seconded to approve the Council Bluffs Public Library Contract FY 2025. Motion carried 4-0. Erin Johnsen left at 6:54 p.m.

Madsen moved, Erwin seconded to approve the proposal for Simmering-Cory for city codification services for \$4400.00. Motion carried 4-0.

Planning and Zoning Review – no action taken

Madsen moved, Bose seconded to move forward with a Request for Proposal for different vendors (preferably five) for hourly rate for maintenance/preventative, etc. on city fire vehicles and ambulance. Motion carried 4-0.

Pingel moved, Erwin seconded to approve Resolution 24-05-02 closing out 2013 Clark Circle General Debt Obligation – Last Payment June 1, 2023. Roll Call Vote: Bose-Yes, Madsen-Yes, Erwin-Yes, Pingel-Yes. Resolution adopted 4-0.

Pingel moved, Erwin seconded to approve Resolutions 24-05-03, 24-05-04, 24-05-05, 24-05-06, 24-05-07 and 24-05-08 authorizing Fund Transfers (Roads, Fire, Sewer, Other Public Safety, Ambulance) to Debt Service FY 2024. Roll Call Vote: Bose-Yes, Madsen-Yes, Pingel-Yes, Erwin-Yes. Resolution adopted 4-0.

Madsen moved, Bose seconded to approve resolution 24-05-09 transfer Sewer Funds to Sewer Sinking. Roll Call Vote: Erwin-Yes, Bose-Yes, Madsen-Yes, Pingel-Yes. Resolution adopted 4-0.

Madsen moved, Bose seconded to approve Trailhead Park Security cameras for July 1 for \$3595.61 and 2934.32 in phases. Motion carried 4-0.

Approval of Sewer Disconnects for Unpaid Balances – no action taken

Madsen moved, Pingel seconded to approval the audit agreement with Broeckelman and Associates for FY2024. Motion carried 4-0.

Madsen moved, Bose seconded to approve the June 2024 TIF payments. Motion carried 4-0.

Discussion on Lift Station #2 Pump Issues/Emergency Power. Waiting for a complete quote on retrofit for submersible pumps, but also changed pulleys this week and see if that helps. Directed city admin to get the mobile generator onto the annual inspection list.

Wastewater Treatment Plant and NPDES permit update from engineer. Geotechnical investigation completed, site visit to determine building and infrastructure location completed, as well as the topographic site survey. Approximately 80% complete on the final planning and design. Hope to submit to IDNR Construction permit Bob Dose left at 7:45 p.m.

Madsen moved, Erwin seconded to approve the Personnel Committee Recommendations for New Hire for seasonal employee, Renner Bardsley. Motion carried 4-0.

Consent Agenda and Claims: Danko-freight for fire house nozzle-\$28.41, Friends of Underwood-\$150.00, IA Insurance Division-Fisher Cemetery-\$41.00, IA DNR-retest fee-\$30.00, MidAmerican Energy-\$2723.40, Ipers-\$2913.7 , EFTPS-\$4858.86 , Dept of Revenue-Apr-sales tax-\$342.32

Agriland	Fuel-Fire/City-APR 2024	\$1,348.16
Office of Auditor St of IA	Contract with CPA Firm FY2024	\$175.00
Barco	Solar Light Red lens with base	\$1,635.00
Bomgars	Inflator, air, Dewalt	\$139.99
Column Software PBC	4/11/2024- Publish Apr 4/9 Reg Minutes/Spec @5pm	\$382.75
Computer Systems Inc	Internet Service/Offsite Backup Powerport Replace	\$960.50
Daily Nonpareil Legal	Display Ad4/11 FY2025	\$285.50
Dave Lyon Towing	Starter Paccar Cummins Lg Truck	\$861.08
Quick Med Claims	Underwood Volunteer Amb	\$300.44
FLSCO	Concrete on 4/6-4/10 Pickleball	\$5,482.50
Harlan Newspaper LLC	Pworks Asst Publish Job Open	\$122.50
Hitouch	Sheet Protectors/Envelope/Supplies	\$56.25
Holiday Inn Des Moines	Hotel for IMFOA Spring Conference 2024	\$356.16
Ideal Pure Water	5/6/2024 Bottle Return, Round Cooler	\$2.00
Iowa One Call	Feb 24-13 emails/March 24-5	\$21.60
Iron Mountain	Shred Service 3/27-4/23/2024	\$244.66
JDW Midwest	Bldg Inspection Svcs 85 % Contract APR2024	\$491.51
Life Assist	5/2/2024 Bandages, ADC, ASP, Coban -AMB	\$401.46
Macqueen Equipment LLC	Tech Res Coat/Pant-Kelle Erwin	\$535.00
Marne Elk Horn	Ph/Cble-FDept/Ph-City-May 5/2/2024	\$363.40
Max I Walker	Grey Mat Rug- 4/12-4/26/2024	\$84.45
Menards	Landscape block, Glad, Glass, flapper, thermostat	\$848.21
Metropolitan Compounds	Weed Spray-Case	\$577.19
Midwest Labs	Waste water lab tests/Ecoli APR2024	\$933.25
M & K Mills Tree Service	APR 2024 Trash -292 Cans -32XCan	\$3,550.00
Omaha World Herald	Daily Nonpareil One Print Ad Maintain Asst Job	\$475.70
Regional Water	LS #1, City Hall, Fire Dept and Main Shed Roads APR 24	\$229.60
Resource Rental	Concrete Track Buggy 4/6 Pickleball Court	\$157.80

Schildberg Construction	Fill Sand for Pickleball Court	\$204.11
Summit Supply Corp	6' Bench with Black Metal -Pickleball Court	\$915.55
US Bank Visa	Chair for Office	\$319.99
Verizon Wireless	Public Works Oncall Phone	\$62.93
Wells Fargo	4/28-5/27/24 - Min-191+Overage	\$257.99
	Sub-total	\$22,782.23
April 24 Payroll	Staff	\$18,523.45
	Total	\$41,305.68

Reports:

Fire/Rescue Department-132 calls and going strong; Med Compass cancelled twice new date is 6/13/24
Maintenance- Staying caught up on mowing. With seasonal employee hired, should be able finish the pickleball court if it stops raining.

Clerk-June will be payment to council members from January thru June meeting, newsletter will be sent out before the end of the week, city wide garage sale June 1, trails committee- need to meet between 6/3 and 6/11 will get it set up with engineer upon everyone's availability, Medicare ground ambulance data collection will need assistance from Fire Dept

Personnel Committee met and recommendations for seasonal employee hire.

Cemetery-no one came forward so will continue to take out crumbling retaining wall in area and grade back.

Parks-bathrooms are on and running

Erwin moved, Bose seconded to adjourn. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 7:56 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

<u>March 24 Rev/Exp</u>	<u>Expenses</u>	<u>Revenue</u>
General	69,001.13	23,657.62
Garbage	3,593.53	4,490.18
Fire	2,487.78	199.78
Ambulance	467.74	611.83
Road Use Tax	24,605.00	7,778.62
Employee Benefits	3,293.45	232.05
Emergency Fund	0	273.3
Local Option Sales Tax	0	12,603.23
Tax Increment Finance	0	2,907.83
Debt Service	0	3,360.07
Sewer	12,801.65	22,397.37
Sewer Capital	17,500.00	47,000.00
Total	133,750.28	125,511.88
<u>Apr 24 Rev/Exp</u>	<u>Expenses</u>	<u>Revenue</u>
General	26,756.77	138,236.59
Garbage	3,578.00	4,556.54
Fire	682.21	194.1
Ambulance	248	745.44
Road Use Tax	9,165.32	10,913.32
Employee Benefits	3,804.37	3,166.42
Emergency	0	3,729.26
Local Option Sales Tax	0	13,476.95
Tax Incr Finance	0	94,439.81
Debt Service	0	51,455.23
Amer Rescue Plan	4,110.07	0

Sewer Capital	8,615.64	20,287.85
Sewer Capital	23,500.00	0
Total	80,460.38	341,201.51