

Underwood City Council Regular Minutes September 17, 2024

Mayor Dennis Bardsley called the regular council meeting to order Tuesday, September 17, 2024, at 6 p.m.

Roll Call: In attendance: Josh Madsen, Jodi Bose, Kelle Erwin, Jim Pingel and JW Tiarks. Also present: Kristen Bladt, Vicki Roane, Keith Rodenburg, Tucker Jensen, Nate Arthur, Haileigh Jenson, Dylan Minear, Jayden Shelton, and Cindy Sorlien.

Pledge of Allegiance recited.

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

Erwin moved, Bose seconded to approve the August 13, 2024, regular minutes with updating the number of Fire/Rescue calls to 198 runs. Motion carried 5-0.

Nothing brought up during Public Forum.

Madsen moved, Erwin seconded to approve Friends of Underwood request for a plaque for the Hometown Pride Mural on the west exterior side of the Fire Station to be placed on the building, pending Fire Department approval, with the fire meeting scheduled the next day 9/18. Motion carried 5-0. Kristen Bladt conveyed that the Friends of Underwood are having a Dedication Ceremony at the mural on 9/29 at 4 p.m. and all were invited. Discussion that Friends of Underwood will provide the layout of the Christmas display lighting to the city by November 1 so public works staff can put it up before Thanksgiving weekend.

Mayor Bardsley had everyone at the regular meeting introduce themselves including the high school students.

Discussion on Vicki Roane's business, Feedlot Service Company. She moved their concrete business (seasonal) to Underwood in 2024. Council guided V.R. to contact Regional Water to discuss a second water meter for the seasonal concrete water usage and return if there is not an acceptable resolution with them. Pingel moved, Madsen seconded to approve a balance adjustment for sewer usage for July and August 2024 to 20,000 gallons water for sewer calculation and September 2024 if unable to get something worked out prior to the September read. Motion carried 5-0.

Madsen moved, Pingel seconded to approve the Mayor Proclamation declaring Constitution Week for September 17-23, 2024. Motion carried 5-0. Vicki Roane left at 6:27 p.m.

Discussion that there have been no calls or communication from citizens regarding Halloween Trick or Treating Street Closure. Bose moved, Madsen seconded to table until the next regular meeting. Motion carried 5-0. Kristen Bladt left at 6:37 p.m.

Discussion by Bose that after communication with Pottawattamie County Engineer that due to the regulations with the Trail, signs on the west side of Railroad Highway makes more sense. Bose stated the possibility of banners up high on poles versus sign and potential future discussion of south welcome sign moving further south. No action taken on signage on Main Street East (3rd Street) and throughout town. All Streets Committee members will need to meet in future for any future recommendations.

Discussion regarding 3rd Street East and council directed city staff not to research the past 19 years of costs. City Administrator / Clerk will write a grant for 3rd Street East of Railroad Highway when it opens. Pingel moved, Madsen seconded to approve the engineer contract with Snyder and Associates, for \$9,780.00, for Topography Survey Work and Concept Planning Third St East. Motion carried 5-0.

Council reviewed the contract and bonds for Highway Avenue Road Reconstruction. Pingel moved, Erwin seconded to approve Resolution 24-09-01 Approving Contract and Bonds for Highway Avenue Road Reconstruction with Carley Construction. Roll Call Vote: Madsen-Yes, Dose-Yes, Erwin-Yes, Tiarks-Yes, Pingel-Yes. Resolution adopted 5-0.

Discussion on Economic Development Committee recommendations requesting information back from two organizations for strategic plan / comprehensive plan. MAPA will provide complimentary service for community involvement and open to assist in other capacities, with possible charges involved.

Madsen moved, Bose seconded to approve MAPA working with Underwood for community involvement for capital improvement/strategic plan. Motion carried 5-0.

Sewer Committee updated about their meeting with the engineer. There is no change and still awaiting the electrical component to be completed and returned to the city engineer for the Wastewater Treatment Plant upgrade. Once that is complete, a construction permit application will be submitted to the Iowa Department of Natural Resources.

Bose moved, Madsen seconded to forego and not renew the maintenance contract with Municipal Pipe and Tool. Motion carried 5-0.

City Council directed city staff to move forward with getting bids for Sand/Salter for the upcoming winter season following the city procurement policy.

Discussion that the first set of questions received from Simmering Codification for Chapters 1-56 were received late yesterday. Copies provided to city council for review for the next regular meeting. No action taken.

Pingel moved, Madsen seconded to approve Resolution 24-09-02 Setting the Date for Public Hearing on proposal to enter into a General Obligation Ambulance Acquisition Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$325,000.00 on October 8, 2024, at 6 p.m. Roll Call Vote: Madsen-Yes, Tiarks-Yes, Bose-Yes, Erwin-Yes, Pingel-Yes. Resolution adopted 5-0.

Pingel moved, Tiarks seconded to approve Resolution 24-09-03 setting the public hearing for Budget Amendment #1 for FY 2025. Roll Call Vote: Bose-Yes, Pingel-Yes, Erwin-Yes, Madsen-Yes, Tiarks-Yes. Resolution adopted 5-0.

Madsen moved, Tiarks seconded to approve Resolution 24-09-04 authorizing monthly fund transfers from sewer funds to sewer sinking fund for FY2025. Roll Call Vote: Erwin-Yes, Tiarks-Yes, Pingel-Yes, Madsen-Yes, Bose-Yes. Resolution adopted.

Pingel moved, Tiarks seconded to approve the consent agenda and claims removing one of the Nonpareil items. Motion carried 5-0. Consent Agenda and Claims: Daily Nonpareil- \$218.40, MidAmerican Energy--\$2837.72, Sam's Club-\$52.65, Principal - \$240.01, United Healthcare-\$4719.26, Regional Water-\$310.86, Verizon-\$63.64, IMFOA-\$175.00, Ipers- \$2688.67, EFTPS-\$4834.12, Dept of Revenue-\$550.34, IA League-\$100.00

AgriLand	Fuel-Fire/City- Aug 2024	\$1,099.42
Albright Parts Plus	Brake Pads Chevy	\$55.09
Bomgaars	Combo Kit Tools- Roads	\$219.99
CHI Occ Health	FDept Physical	\$298.00
Column Software PBC	Pub Aug 13.24 Reg Mins	\$403.72
Computer Systems	Computer services	\$1,089.25
Council Bluffs Fire Dept	ALS Tier 8.22.24	\$150.00
Quick Med Claims	Ambulance billing -Aug 24	\$138.08
General Fire & Safety	fire ext inspect	\$668.50
Ideal Pure Water	cooler	\$9.00
IMWCA	Work comp install #3	\$655.00
Jennie Ed	Pharmacy supp	\$64.08
JDW Midwest	Bldg service	\$610.00
Lightbox Systems	video hardware	\$8,229.93
Marne Elk Horn	Ph/Cble-FDept/Ph-City	\$366.84
Max I Walker	Rug-Aug/SEP4	\$85.11
Menards	Paint Shield, Spray Gun	\$330.62
MidAmerican Energy	Electricity read dt 9-4	\$2,715.27
Midwest Lab	Wastewtr Tests -Aug 24	\$691.60
M & K Tree Svc - MTS	Refuse svc-Aug 24	\$3,550.00
Omni Engineering	Asphalt 7.03 ton 3rd St	\$1,230.25
Pott County Sheriff	2nd Pmt - Sheriff Contr	\$4,257.25
Principal	Insurance Sep 24	\$240.01
Principal	Insurance Oct 24	\$240.01
Snyder & Associates	Engineer svcs	\$27,175.00
US Bank VISA	Supplies	\$528.69
Wells Fargo	copier Aug 24	\$272.45

	Sub-total	\$55,373.16
Aug24 Payroll	Staff	\$18,972.17
	Total	\$74,345.33

Reports:

Fire/Rescue Department: 224 runs for the year, meeting tomorrow 9/18/24.

Mayor: None

Maintenance: Put speed signs back up and replaced some old ones. Keeping everything mowed until the end of the season. Streets will finish seal coating 3rd Street East and will start painting the striping for parking when he is back. Need to tell delivery drivers or put up signs no U-turns on 3rd street or the seal coat won't hold. Will try to reheat up the sealant in the bad spots. Will start taking out the crumbling small wall at the cemetery in a few weeks. Madsen requested Public Works to look at speed sign on Charles Drive – the first one on the East side when Powell returns. Cameras are up at Trailhead Park and need to cut down a tree and need to decide what to do.

Clerk: Waiting for Fire Meeting tomorrow to determine the IMWCA response for Firefighter physicals. Fire Chief Todd Erwin will let me know. Annual municipal securities exchange training not received back. After discussion will resend April email for link and how to respond once training is complete. Working on Cyber risk assessment response. Board of Adjustments committee met on 9/9/24. Nothing back from unsafe building. Received notification letter of intent approved, so submitted grant application to Iowa West for sewer upgrade. Working on WTFAP grant with Iowa Finance for sewer upgrade.

Council Committees:

Economic Development: Met 8/29/24 and requested feedback from both organizations.

Finance: None Personnel: None

Streets: Met with no recommendations.

Sewer: Committee met with engineer at city hall for discussion and update on wastewater treatment upgrade.

Cemetery: None

Water: None

Code Compliance: None

Parks: Put on the agenda for next regular meeting about tree at Trailhead Park that is hindering communication with security cameras.

Madsen moved, Bose seconded to adjourn the meeting. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 7:49 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 August 2024	Expenses	Revenue
General	32,369.01	6,906.12
Garbage	3,593.53	4,480.95
Fire	1,331.71	220.96
Ambulance	945.25	1,380.76
Road Use Tax	8,574.45	10,019.07
Employee Benefits	5,047.20	0
Local Option Sales Tax	0	16,450.17
Tax Incr Finance	0	7.96
Highway Ave 24/25 Perpetual Care Cemetery	3,062.50	0
	0	80
Sewer	15,019.05	55,502.99
Sewer Capital Projects	7,250.00	0
Total	77,192.70	95,048.98