

Underwood City Council Regular Meeting Minutes

Mayor Dennis Bardsley called the regular meeting to order on January 14, 2025, at 6 p.m.

Roll Call: Madsen, Bose, Tiarks, Pingel, Erwin. Also in attendance: Powell, Sorlien, Kelsie Rollins, Keith Rodenburg.

Pledge of Allegiance recited by all.

Pingel moved, Tiarks seconded to approve the agenda. Motion carried 5-0.

No council member stated a conflict of interest with any agenda item.

Bose moved, Pingel seconded to approve December 10, 2024, regular meeting minutes. Motion carried 5-0.

Nothing brought up during public forum.

Madsen moved, seconded to approve Partial Pay App #3 to Carley Construction – Highway Ave Road Project. Motion carried 5-0.

Kelsie Rollins presented information on Splash Pad Research. She stated she would like to have a monthly meeting with the parks committee. Kelsie stated she has spoken with Alan Hedegaard, Home Developer-Underwood and Mayor Allen Hadfield of Treynor. Kelsie stated that the Treynor group started without help from the city. Rollins also stated that the Treynor Group wished that they would have had clear communication with the City of Treynor in the beginning. Kelsie stated that Casey Baragary would be a good person to talk with as he lives in Underwood and works in Treynor and that Treynor will be using recycled water system for their splash pad. Kelsie stated that the Treynor Splash Pad idea is 8 years in, as they did not get plans drawn up initially and also that the Treynor Splash pad construction has not started to date as of this meeting. She stated the Treynor Group told her they fundraised for their splash pad and the construction price came back at 5 times the amount of what they thought the cost would be. Kelsie stated that the Snyder Engineer is the one that did the splash pad in Walnut. Kelsie also stated that it could be run under a nonprofit organization. She stated that the Treynor group is at 500K cost for the splash pad going back and forth and that Zimmerman was donating work/labor. Kelsie stated that the Treynor Mayor told her the splash pad would be great for our community, but it shouldn't take 8 years. Rollins stated that this is beyond her scope. She also stated that at some point there would have to be a separate meeting and have the Snyder engineer come talk to her and the parks committee about design and cost for fundraising. As Kelsie spoke with Wendy (from Treynor and working on their splash pad), who she knows, stated they will pay the water bill as a group. Discussion that it could be run through Friends or UMBA. Noted to group that Friends is not a 501c3 organization, but UMBA is. Kelsie stated that there is no other group that is going to take this on and the city would have to agree to possibly running it. Discussion by council that city council would have to agree to enter into an agreement with Snyder Engineering as who would pay for their time, unless this group Kelsie refers to would pay for it. Discussion that the Walnut owns their water system. Further discussion and Pingel brought up that the cost to the city would be the upkeep of pumps and water as can't use recycled sewer water, as the City does not own the water system. Further discussion that Regional Water owns the water system within Underwood. Regional Water purchases water in bulk from Council Bluffs Water Works and Regional Water decides how many gallons of water is allotted to each city/municipality they service. Erwin questioned the liability of who would be responsible if someone got injured at the splash pad. More discussion on liability and a private park. Underwood is considered land locked as the city does not own any land to expand. Discussion that if the city was requested to fund the splash pad, it may have to go to a possible vote and property tax rates may go up to pay it as well as for operating costs. Further discussion that the Underwood Community School bond referendum passed November 2024 election and that will affect property tax rates too.

Erwin moved, Bose seconded to assign the Parks Committee to oversee research for possibility of splash pad and bring information back to city council. Motion carried 5-0.

Underwood Parks Committee membership is Mayor Dennis Bardsley, Jodi Bose, Josh Madsen, and Dave Powell.

Pingel moved, Erwin seconded to approve the Fire-Rescue Township Contracts 2025-2026. Motion carried 5-0.

Madsen moved, Pingel seconded to approve Resolutions 24-01-01, 24-01-02, 24-01-03, 24-01-04, 24-01-05, 24-01-06: Resolution 24-01-01, setting regular meeting schedule of the city council to the second Tuesdays at 6 p.m., Resolution 25-01-02, appointing city treasurer and specifying salary for Tim Richard at \$60.00 per month, Resolution 25-01-03, authorizing the city clerk, mayor, mayor pro-tem to write checks for bill, Resolution 25-01-04, appointing city attorney Matt Woods and specifying fees, Resolution 25-01-05, approving Fire Chief per Ordinance 35.03, and Resolution 25-01-06, approving IRS Mileage 2025 at \$0.70 per mile.

Roll Call Vote: Madsen – Yes, Bose – Yes, Tiarks – Yes, Pingel – Yes, Erwin – Yes. Resolutions adopted 5-0.

Pingel moved, Tiarks seconded to keep the city committees as assigned. Motion carried 5-0.

Discussion on sewer refund request. Madsen moved, Bose seconded to approve 10,100 gallon refund credit balance adjustment at rate billed June 2024. Motion carried 5-0.

Sewer Committee met in December 2024 and noted in December regular minutes regarding no changes to process. No action taken.

Wastewater Treatment Plant Update: Construction Permit received but not IA DNR letter noted in red must not start construction of the project prior to the completion of environmental review. The letter notified further stated that this could jeopardize your SRF eligibility and funding. No action taken.

Directed public works, Dave Powell, to complete the response to Pottawattamie County Emergency Management – Integrated Preparedness Plan Survey (IPPS).

Pingel moved, Tiarks seconded to approve the consent agenda and claims. Motion carried 5-0. Bobcat-\$4850.00, Carley Construction-\$251692.81, Shiloh-\$62981.369, Jack Links-\$59738.27, IA DNR-\$100.00, MidAmerican Energy-\$2514.18, Principal-\$240.01, IPERS-\$3566.45, EFTPS-\$5503.42, State Withholding-\$2938.92, Sales Tax-\$238.01, Iowa Workforce-\$22.49, Sam's \$115.70, United Healthcare-\$4959.91.

Agriland	Fuel-Fire/City- DEC	\$683.90
Bomgaars	Combo Kit Tools- Roads	\$5.58
Broeckelman & Assoc.	Auditing/Accounting	\$6,760.00

Cindy Sorlien	travel reimbursement	\$154.77
Column Software PBC	Publications	\$246.12
Computer Systems	Computer services	\$1,216.23
Electric Pump	Serv call LS#1	\$347.25
Quick Med Claims	Ambulance billing -Aug 24	\$277.39
Ideal Pure Water	Cooler	\$2.00
Iron Mountain	Shredding Serv.	\$248.19
IMWCA	Work comp ins#3	\$655.00
Jennie Ed	Pharmacy supp	\$12.51
JDW Midwest	Bldg service	\$3,897.95
Life Assist	Amb supplies	\$1,206.26
Marne Elk Horn	Ph/Cble-FDept/Ph-City	\$345.76
Max I Walker	Rug-DEC	\$57.62
Menards	supplies	\$297.39
Midwest Lab	Wastewtr Tests -Aug 24	\$833.25
Myrtue Med Ctr	Fire/Amb physicals	\$52.00
M & K Tree Svc - MTS	Refuse svc-Dec 24	\$3,550.00
Regional Water	Water Bill Dec 24	\$229.60
Snyder & Associates	Engineer svcs	\$40,835.35
United Healthcare	Health ins - Jan	\$4,959.91
US Bank VISA	Supplies	\$503.48
Verizon Wireless	phone/ipad	\$83.71
Wellmark	Dental Premiums	\$108.40
Wells Fargo	copier DEC 24	\$291.69
	Sub-total	\$67,861.31
Dec 24 Payroll	Staff	\$22,742.85
	Total	\$90,604.16

Reports:

Fire/Rescue Department: 5 calls for 2025.

Mayor: Citizen approached him about information regarding lagoon.

Maintenance: Powell stated he has been working on the budget, fire station needs, sewer extension was camera'd and no leak and no low spots. The plumbers, public works stated the wet spot is uphill higher than the spot. Council requested to make contact with the farmer to notify no leaks in sewer pipe.

Administrator/Clerk: Budget workshop 1/28 at noon and has been posted, had an inquiry in R-1 zone of livestock within city limits and provided information to citizen with ordinance, zoning parameters, and council agenda request form if wish to bring it up in front of city council. Still working on notifying all of email change. The fire phone has been forwarded to city hall the last approximately 4 months as the Fire Dept does not have voicemail. The calls that come through are if there is a deceased individual and the donor network needs information and time is important to honor last wishes. ALS Tier Billing can only be done if city hall receives name, date of service, and which fire dept to bill. The Fire Chief must contact the Fire Chief of the other district to notify them that a bill will be coming and after the conversation, provide in writing to city hall the information with the Fire Chief signature, paper copy, for the ALS Tier billing to be completed by City Administrator. Discussed QMC not only does the billing for the Ambulance, but also takes the lead on renewing agreements with Health Insurance companies, including the VA.

Council Committees:

Economic Development: Madsen stated that the members for the comprehensive plan will be Craig Hough, Kelsie Rollins, Keith Rodenburg, Scott Dalen, Vicki Grote, Andy Irwin, Jodi Bose (council member) and Josh Madsen (council member). Madsen is still trying to arrange schedule to get a representative from Friends of Underwood, as their schedules to talk have not coincided. Mayor Bardsley brought up the possibility of having an Underwood student council president or member on the committee. All that that was a good idea. Madsen will reach out to the high school. Once both of those tasks are completed, Madsen will contact Grant Anderson with MAPA to get a meeting scheduled. MAPA will lead the team for a survey and be in charge of for collecting data and reporting to city council.

Finance: Budget Workshop meeting 1/28/25 at noon. Posted on 1/7.

Personnel: None.

Streets: Highway Ave Road Reconstruction has approximately 80% completion. The contractor stopped due to the weather.

Sewer: None

Cemetery: None

Water: None

Code Compliance: Tiarks reviewing the codification questions and will return to city hall before the end of the week. All of the questions were provided in council packets each of 3 separate months.

Parks: All four (4) parks committee members will be working with Kelsie Rollins on research of splash pad to bring ideas back to city council.

Pingel moved, Bose seconded to approve adjournment. Motion carried 5-0. Mayor Bardsley closed the meeting at 7:19 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

Dec 2024 Rev-Exp	Expenses	Revenue
General	37,432.87	18,709.11
Garbage	4,559.51	4,513.85
Fire	427.66	43,246.47
Ambulance	154.23	274,934.51
Road Use Tax	11,010.11	10,946.64
Emp Ben	4,021.37	0
Local Option Sales		
Tax	0	13,393.97
Tax Incr Fin	122,719.66	1,573.77
Debt Svc	0	2,918.76
Highway Ave-Cap Proj	251,692.81	453,258.00
Sewer	28,203.99	52,889.18
Sewer Sinking	3,920.00	4,070.00
Total	464,142.21	880,454.26