

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, February 11, 2025

Mayor Dennis Bardsley called the regular council meeting to order on February 11, 2025, at 6 p.m.

Roll Call: Josh Madsen, Jodi Bose, Kelle Erwin, Jim Pingel, JW Tiarks. Also in attendance: Jeff Godwin, Erik Jorgensen, Nate Summers, Richard Dodd, Dave Sturm, Todd Erwin, Dave Powell, Cindy Sorlien.

Pledge of Allegiance recited.

Pingel moved, Tiarks seconded to approve the agenda. Motion carried 5-0. Josh Madsen stated he will abstain from the 3rd Street Curb Commercial Area action.

Pingel moved, Erwin seconded to approve January 14, 2025, regular meeting minutes. Motion carried 5-0.

Wastewater Treatment Plant Update - Jeff Godwin, Engineer - Snyder and Associates discussed that the electrical service we were hoping could come in on the south side of the lagoon, MidAmerican refuses to go that route. The only alternative is to get a new utility accommodation from the Railroad, where the current transformer is on the west side of the railroad tracks. BNSF is requiring a new utility accommodation. Jeff is waiting for the electrical engineer to redo the design as Lemna initially went with the 240/3 phase but due to the blower size increase, Lemna states they really need the 480 power. Once he receives the updated electrical engineer design, he will send that to the railroad.

Iowa Department of Natural Resources issued Underwood a construction permit but cannot act on it until a second environmental review is completed. Iowa DNR requires a 30-day comment period with environmental surveys. This is related to the location of the potential new outfall pipe, which is 150 feet south of the original diffuser pipe. The environmental survey was originally completed in spring 2024. The construction permit is good for 3 years. Jeff stated that in June if there is not a full go ahead on the construction permit, to speak to SRF and think about taking bids for sludge removal in the Fall 2025. Jeff is retiring in a month, and Erik Jorgensen will be the point engineer for the city's wastewater treatment plant upgrade project. Jeff Godwin and Erik Jorgensen left at 6:12 p.m.

Nate Summers, Municipal Advisor-UMB, presented and discussed the increased costs due to the electrical engineering and updated with the grants received from Iowa West Foundation for \$250K and Iowa Finance Authority WTFAP grant - \$500K. Nate stated that the WWTP project should get through the bid letting process before changing the ordinance for rate changes, for example 3% or 3.5% increase annually. With the increased cost, combined with lower percentage rates currently and the \$750K in grants, it evens out at this moment in time.

Nate Summers discussed different scenarios for debt service with projects. Dave Sturm, Engineer, discussed the different projects identified by city council and what those probable engineer costs are for each (road projects and sidewalks) and discussion on fire station expansion. Nate Summers, Richard Dodd and Dave Sturm left at 7:13 p.m.

Public Forum - nothing

Comprehensive Plan – Community Involvement Committee with MAPA Update: Josh Madsen stated he had not reached out to MAPA. The City Administrator provided available dates from Grant Anderson, MAPA, she requested this morning for availability and called Underwood Community Schools to see what activities may coincide. Madsen asked if those dates could be forwarded to him. Sorlien requested to be included in all emails to ensure city hall would be open on date the citizen committee will meet. Madsen agreed. No action taken.

Madsen moved, then amended his motion to set the second budget workshop for Monday, 2/24/25 at noon, Erwin seconded. Motion carried 5-0.

Pingel moved, Tiarks seconded to approve Resolution 25-02-01 to set the date for public hearing on proposed property tax levy rate for Tuesday, April 1, 2025, at 5 p.m. Roll Call Vote: Tiarks – Yes, Pingel – Yes, Erwin – Yes, Bose – Yes, Madsen – Yes. Resolution adopted 5-0.

Madsen moved, Erwin seconded to approve Resolution 25-02-02 Resolution setting the date for public hearing on proposal to enter into General Obligation Loan Agreement and to borrow money thereunder for March 11, 2025, at 6 p.m. Roll Call Vote: Madsen – Yes, Bose – Yes, Erwin – Yes, Pingel – Yes, Tiarks – Yes. Resolution adopted 5-0.

Pingel moved, Bose seconded to approve setting the April regular meeting to April 1, 2025, at 6 p.m. Motion carried 5-0.

Pingel moved, Tiarks seconded to approve 2025 Anniversary Supplement for ICAP. Motion carried 5-0.

Madsen stated that the Parks Committee had no update on research for potential splash pad and there had been no meetings.

Pingel moved, Erwin seconded to approve the purchase of Cemetery GPS Locator, EI RTK for \$2,720. Motion carried 5-0.

Powell discussed that citizens are not picking up their dog waste. For some that pick up waste with bags, many are throwing the bags into the ditches, or in the right of way. It is city ordinance to pick up after your animal. It has been placed multiple times in the newsletter and on city utility bills. Bose requested to put the information out there again and reach out to organization regarding the issue. Pingel moved, Tiarks seconded to approve the purchase of five Dog Waste Depot Stations with Bags/Liners to place in 5 areas in town as Public Works designates. Motion carried 5-0.

Pingel moved, Tiarks seconded to approve a donation of \$250 for Post Prom Underwood High School for the public purpose of generation safety. Motion carried 5-0.

The Streets Committee met on 2/10/25 and discussed recommendations for the curb on half block on 3rd street commercial area. Erwin moved, Pingel seconded to table until after the second budget workshop and place on the 3/11 regular meeting agenda. Motion carried 4-0. Madsen abstained.

Madsen moved, Pingel seconded to approve the financial accounting software Simple City upgrade to gWorks Cloud Software (Core Package). Motion carried 5-0.

Pingel moved, Tiarks seconded to approve the consent agenda and claims. Motion carried 5-0. Carley Construction-\$33,024.75, EFTPS-\$2,345.15, Ipers-\$3120.47, MidAmerican Energy-\$3169.46, Danko-\$276,945.00, Principal-\$240.01, EFTPS- \$2433.67, Sales Tax-\$568.32, United Healthcare-\$4959.91, Wellmark-\$108.40

Agriland	Fuel-Fire/City- JAN2025	\$511.78
Bob Cat	Parts for Compressor for Roads	\$271.81
Bomgaars	Filter, spark plug, stat, valve	\$95.95
BOK Financial	Set up GO Bond- 2024 AMB/Highway Ave	\$300.00
Cindy Sorlien	Mileage Jan 2025	\$69.30
Computer Systems	computer services	\$1,081.75
Column Software PBC	legal publish	\$309.78
DANKO	Helmet-Mount	\$211.00
Electric Pump	LS #1 and LS #2 service	\$720.00
FLSCO	Boom Lift to change out road items	\$450.00
Ideal Pure Water	5 gallon cooler	\$9.00
IIMC	annual membership fees	\$195.00
Iowa One Call	Alerts 5-OCT24,10-NOV24, 9-DEC24	\$21.70
JDW Midwest	Bldg Dpt Services	\$1,977.10
Jenny ED Hosp Pharmacy	Pharmaceutical Nov-Dec 2024	\$112.68
Life Assist	Ambulance Supplies	\$3,931.30
Marne Elk Horn	Ph/Cble-FDept/Ph-City Jan 2025	\$344.38
Max I Walker	Grey Mat change 11/22/24, 1/17/25, 1/31/25	\$86.86
Menards	Supplies	\$244.63
Midwest Lab	Wastewtr Tests - Jan 2025	\$912.20
M & K Tree Svc - MTS	JAN 2025 Trash	\$3,550.00
Quick Med Claim	billing percentage ambulance	\$414.25
Regional Water	Water read date Jan 21, 2025	\$250.00
Snyder & Associates	Engineer Svcs East 3rd Aka main	\$3,115.00

UMB	Highway Ave Road Reconstruction	\$20,480.00
Underwood Farm Supply	Wash n Shine Fire/Amb	\$58.75
US Bank VISA	Dep Clerk Desk, Wrkshop, supplies	\$961.94
Verizon	On Call phone public works/fire ipad	\$83.71
Wells Fargo	Copier Nov 2024	\$194.45
		\$40,964.32
FEB 2025 Payroll	Staff	\$30,217.30
	Total	\$71,181.62

Reports:

Fire/Rescue Department: 308 calls last year. 24 calls this year. The new ambulance squad is in and will have to determine getting rid of the old ambulance working with city staff and city council.

Mayor: None

Maintenance: Gearing up for snow tonight. Mayor issued a Snow Proclamation starting at 11 p.m. tonight through tomorrow at 6 p.m.

Clerk: Awarded the WTFAP grant for \$500,000 in addition to the \$250,000 grant from Iowa West Foundation. City Hall will be closed on Monday 2/19 for Presidents Day. Reviewed Road Use Balance upon request.

Council Committees:

Economic Development: None

Finance: None

Personnel: None

Streets: Committee met 2/10/25.

Sewer: None

Cemetery: None – will meet after the Budget Workshop on 2/24/25

Water: None

Code Compliance: None – Madsen stated that he has purchased a steel building for commercial use and it will be constructed following planning and zoning ordinances. He stated that now he would like to bring up planning and zoning ordinances to be reviewed. Sorlien requested that he needs to put something in writing to the city to move forward appropriately.

Parks: None

Pingel moved, Madsen seconded to adjourn the meeting. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 8:08 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

	Jan-25	Expenses	Revenue
General		26,143.34	8,900.86
Garbage		3,600.81	4,348.40
Fire		633.05	244.17
Ambulance		1,516.18	2,324.98
Road Use Tax		3,730.30	11,335.43
Employee Benefits		4,336.98	0
Local Option Sales Tax		0	20,693.43
Tax Incr Finance		0	7.95
Debt Service		0	320.8
Highway Ave 24/25		45,635.10	0
Sewer		18,051.12	27,009.30
Sewer Sinking		0	4,070.00
Sewer Capital		24,850.00	13,800.00
Total		128,496.88	93,055.32