

UNDERWOOD CITY COUNCIL- REGULAR MEETING MINUTES - May 13, 2025

Call to Order: Mayor Dennis Bardsley called the regular meeting to order on May 13, 2025, at 6 p.m.

Roll Call: In attendance: Josh Madsen, Jodi Bose, Kelle Erwin, Jim Pingel, JW Tiarks. Also in attendance: Blake Johnson, Stacie Kinney, Jim ross, Keith Rodenburg, Michael Holton, Alan Hedegaard, Connie Casson, Grant Anderson, Joe Munch, Lynn Leaders, Dave Powell, and Cindy Sorlien.

Pledge of Allegiance: Recited by all.

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

Approval of Minutes: Madsen moved, Bose seconded to approve the minutes from the April 1, 2025, Special and Regular Meetings and April 22, 2025, Special Meeting. Motion carried 5-0.

Public Forum: Alan Hedegaard requested approval for removal of water related to two new homes he built related to starting the sod. Alan Hedegaard left at 6:08 p.m. Jim Ross, UMBA President, requested to be placed on next month agenda for closure of parade route for 4th of July and fireworks donation. Mayor Bardsley communicated regarding a citizen who requested assistance with water irrigation. Discussion to convey to them to go through Regional Water to get a separate meter. Erwin is concerned and asked for city staff to call them back and suggest they contact family advocates to assist.

Public Hearing on proposal increase Sewer Rates by ordinance:

Pingel moved, Madsen seconded to open the public hearing on proposal to increase sewer rates by ordinance. Motion carried 5-0. Mayor Bardsley opened the public hearing at 6:11 p.m.

Public Hearing discussion regarding new sewer rates related to completing the wastewater treatment systems improvement. Madsen moved, Bose seconded to close the public hearing. Motion carried 5-0. Mayor Bardsley closed the public hearing at 6:19 p.m.

Approval of Ordinance Increase Sewer Rates 1st reading: Madsen moved, Pingel seconded to approve the 1st reading of the proposed ordinance to increase sewer rates. Motion carried 5-0.

Public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement:

Pingel moved, Tiarks seconded to open the public hearing on proposal to enter into a sewer revenue loan and disbursement agreement. Motion carried 5-0. Mayor Bardsley opened the public hearing at 6:27 p.m.

Public Hearing discussion on the city would move forward for a sewer revenue loan and disbursement to fund the wastewater treatment systems improvement.

Madsen moved, Bose seconded to close the public hearing. Motion carried 5-0. Mayor Bardsley closed the public hearing at 6:28 p.m.

Resolution 25-05-01 Taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement

Agreement: Pingel moved, Tiarks seconded to approve Resolution 25-05-01 taking additional action on proposal to enter into a sewer revenue loan and disbursement agreement. Roll Call Vote: Pingel – Yes, Tiarks – Yes, Madsen – Yes, Erwin – Yes, Bose – Yes. Resolution adopted 5-0.

Resolution 25-05-02 Approving Contract and Performance and/or Payment Bonds for the Wastewater Treatment System

Improvements Project: Bose moved, Madsen seconded to approve Resolution 25-05-02 approving contract and performance and/or payment bonds for the wastewater treatment system improvements project. Roll Call Vote: Erwin - Yes, Bose – Yes, Pingel – Yes, Tiarks – Yes, Madsen – Yes. Resolution adopted 5-0.

Lynn Leaders arrived at 6:34 p.m.

Discussion/Action Citizen Outreach Questionnaire Final Copy (Grant Anderson, MAPA): Discussion that Josh Madsen will get the committee together, with Grant Anderson, to get information regarding the community assessment questionnaire for a 2-week period, as well as working with city staff to get it on the website and paper copies. Further discussion that once the questionnaires are completed and answers compiled, Grant (MAPA) will bring the results back to city council and schedule a town hall meeting. Grant Anderson left at 6:44 p.m.

Discussion/Action 2nd Reading Proposed Ordinance Change for Cemetery Spaces/Lot Cost Increase: Pingel moved, Erwin seconded to approve the 2nd reading for proposed ordinance change for cemetery spaces/lot cost increase. Motion carried 5-0.

Discussion/Action Two Separate Requests from UMBA:

Pingel moved, Erwin seconded to approve the renewal of Alcohol Beverage License for Underwood Memorial Building Association. Motion carried 5-0.

Erwin moved, Madsen seconded to approve UMBA's request for the Transfer of Alcohol Beverage License for 4th of July to the Pavilion pending DRAM shop review and State of Iowa ABD Final Approval. Motion carried 5-0. Jim Ross left at 6:47 p.m.

Discuss/Action Punch List Items for Highway Ave Road Reconstruction and Approve Sub-Final Pay App and Payment for Highway Ave Road Reconstruction to Carley Construction: Discussion that there was some concern by some homeowners regarding pebbles in the dirt. Grass is growing now. Madsen moved, Bose seconded to approve the sub-final pay app for \$7,453.84 to Carley Construction. Motion carried 5-0.

Discussion/Action Slopes of Inlet Pipes Going under Highway Ave (separate from project): Discussion to move dirt up around pipe, as some erosion on both sides. The outlet side is the worse. Erwin moved, Madsen seconded for city staff to contact Dave Sturm, Engineer, regarding the inlet pipes and recommendations. Motion carried 5-0.

Discussion/Possible Action of tabled agenda item from 4/1 regular meeting on renewed membership with Western Iowa Development Association (WIDA): Stacie Kinney (Executive Director-WIDA) and Michael Holton (Vice-President WIDA) discussed the role of WIDA that has changed. They gained Walnut back recently and if approved the agreement would begin July 1. Stacie stated that there could be 1-2 representatives identified of whom to talk with WIDA from the city. Erwin moved, Bose seconded to approve the membership with WIDA on 7/1/25. Motion carried 5-0.

Stacie Kinney and Michale Holton left at 7:13 p.m.

Discussion/Possible Action Habitat for Humanity programs within city limits: Blake Johnson, Habitat for Humanity, discussed their program and would like to continue talks with the city on how both could collaborate together on home building and home rehab programs. There is a possibility that Habitat could administer the Rehab portion of the city's home rehab program. Their programs have criteria that have to be met for HUD income guidelines. City council approved city staff to work with Habitat for Humanity to see how their organization aligns with the city. Blake Johnson left at 7:31 p.m.

Discussion/Possible Action Pottawattamie County Trail program: Joe Munch, Connie Casson, and Lynn Leaders discussed where they were at with the Trails currently and wanted to keep open lines of communication to see if there would be a way to partner in the future. Joe, Connie, and Lynn left at 7:51 p.m.

Discussion/Possible Action on changing website company: No action taken. Will discuss further at budget preparation if needed.

Discussion on what agenda items related to projects and/or council decisions made regarding committees to meet with citizen(s) - to place on monthly regular meeting agenda for updates: i.e. Parks Committee Update on Research for Potential Splash Pad and/or 3rd Street (aka Main St. Road and Streetscape) and/or other possible item: Parks Committee hasn't met. No action taken.

Discuss/Possible Action Friends of Underwood Request for Donation of city flowers in planters throughout town: Discussion that Friends of Underwood, UMBA, Optimists and City collaborate together for beautification throughout the city. Madsen moved, Erwin seconded to approve \$250.00 donation to Friends of Underwood for city flowers in planters throughout town. Motion carried 5-0.

Resolutions 25-05-03 through 25-05-09 Authorizing Fund Transfers (Roads, Fire, Sewer/Sewer Sinking, Other Public Safety, Ambulance) to Debt Service FY 2025: Madsen moved, Erwin seconded to approve Resolutions 23-05-03, 25-05-04, 25-05-05, 25-05-06, 25-05-07, 25-05-08, and 25-05-09 with fund transfers to pay debt service. Roll Call Vote: Madsen – Yes, Erwin – Yes, Tiarks – Yes, Bose – Yes, Pingel – Yes. Resolutions adopted 5-0.

Pingel moved, Bose seconded to approve the consent agenda and claims. Motion carried 5-0. EFTPS – \$2,625.61, Treasurer State of IA-\$409.56, Iowa Workforce - \$62.12, United Healthcare – Apr25 - \$4959.91, US Bank Visa - \$557.15, EFTPS - \$2515.43, Maple 85 – playground mulch - \$1780.00, Ipers – April \$3380.17, Snyder & Assoc - \$13800.00, Marne Elkhorn - \$350.81, Regional Water - \$2906.35, Eftps- \$2400.39, IA Dept of Revenue - \$450.05, United Healthcare – May25 - \$4959.91

Agriland	Fuel April City/Fire/Grass Seed	\$1,107.44
Agrivision	filter, oil, fuel	\$82.56
Blood Hound Underground	Electric underground locator	\$1,372.00
Bomgaars	Equipment/supplies	\$67.96
Column Software PBC	Legal publications	\$432.84
Computer Systems	help desk/monthly fee	\$1,108.00
Council Bluffs Online	Mar25-Feb26	\$300.00

Daily Nonpareil	Leg Pub BdgtFY26/SWR RTR INC	\$323.44
Ideal Pure Water	Round Hot Cooler4-30/25	\$9.00
Iowa One Call	2-JAN/2-FEB/1-FEBVOICE/22-MAR	\$24.40
JDW Midwest	Bldg Dpt Services- APR 2025	\$250.00
Marne Elkhorn	CITY-Ph/INT, Fire- Phon/Fax/cab	\$357.10
Max I Walker	GREY MAT CHG 4-25-25/5-9-25	\$57.62
Menards	TOP SOIL-FERTILIZER- SUPPLIES	\$113.29
M & K Tree Svc - MTS	Trash APR / 32 XTRA CANS	\$3,550.00
Midwest Labs	Wastewater labs APRIL 2025	\$1,062.20
Principal	June 25 ins	\$240.01
Quick Med Claims	Portion of amb bills	\$298.61
Regional Water	Water read date April 2025	\$264.99
UFS	Glystar chem	\$140.00
US Bank VISA	IMFOA HTL/pH Lag/POP ANN FEE	\$583.87
Verizon	pub wks ph/fire ipad	\$83.71
Wellmark	June Dental Insurance	\$108.40
Wells Fargo	Copier Lease	\$194.45
		\$12,131.89
Apr 25 Payroll	Staff	\$21,488.67
	Total	\$33,620.56

Reports:

Fire/Rescue Department: 101 call for the year. Old ambulance still sitting outside – all trucks are in. Discussed that city staff to talk to Fire Chief about it.

Mayor: Pottawattamie County Secondary Roads anticipates a bid letting of November 2025 for Magnolia Bridge and widening a portion only of the road for a turn lane.

Maintenance: Discussion on sewer pipe in the area of road that will be redone, the parks are open and have done wedding and sprayed as well.

Clerk: The underground electrical locate was completed outside of the lagoon. Audit extension until June 30, 2025. More building permits have been issued.

Council Committees:

Economic Development: None

Finance: None

Personnel: None

Streets: None

Sewer: None

Cemetery: None

Water: None

Code Compliance: None

Adjournment: Erwin moved, Pingel seconded to adjourn the meeting. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 8:44 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 - April

2025

General

Expense

76,699.96

Revenue

154,721.92

Garbage	3,621.65	4,925.15
Fire	2,613.33	228.96
Ambulance	874.44	4,424.16
Road Use Tax	11,124.65	11,162.37
Employee Ben	6,535.07	0
Emergency	0	0
Local Option Sales Tax	0	16,046.67
Tax Incr Finance	0	54,385.69
Debt Service	0	62,493.09
Hwy Ave Road	52,752.55	0
Sewer	16,201.01	30,964.76
Sewer Sinking	0	4,070.00
Sewer Capitol Project	17,300.00	0
Total	187,722.66	343,422.77