

## **UNDERWOOD CITY COUNCIL- REGULAR MEETING MINUTES - August 12, 2025**

Call to Order: Mayor Dennis Bardsley called the regular meeting to order on August 12, 2025, at 6 p.m.

Roll Call: In attendance: JW Tiarks, Jim Pingel, Kelle Erwin, Jodi Bose, Josh Madsen. Also present: Alex and Sonya Schiphoff, Keith Rodenburg, Dave Powell, Cindy Sorlien, and Todd Erwin (arrived later).

Pledge of Allegiance: Recited the Pledge of Allegiance.

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

Approval of Minutes: Tiarks moved, Pingel seconded to approve the July 8, 2025, regular meeting minutes. Motion carried 5-0.

Public Forum: There was nothing brought up during public forum.

Discuss/Action 2nd Reading and Waive 3<sup>rd</sup> Reading Amend Ordinance Increase - Garbage Rates No Recycling: Madsen moved, Erwin seconded to approve the second reading of the amended ordinance for garbage collection rate increase with no recycling and waive the third reading. Motion carried 5-0.

Resolution 25-08-01 Adopt Amended Ordinance for Garbage Rate Increases without Recycling: Madsen moved, Bose seconded to approve Resolution 25-08-01 to Adopt the amended ordinance for garbage collection rate increases without recycling. Roll Call Vote: Madsen – Yes, Bose – Yes, Erwin – Yes, Pingel – Yes, Tiarks – Yes. Resolution adopted 5-0.

Discuss/Action Approval of new Garbage Contract - no Recycling – with M & K Mills Tree Service: Pingel moved, Erwin seconded to approve the garbage collection contract with no recycling with M & K Mills Tree Service effective September 1, 2025. Motion carried 5-0.

Discuss/Action Approve Outskirts Alcohol Beverage License Renewal: Madsen moved, Erwin seconded to approve the alcohol beverage license renewal for Outskirts. Motion carried 5-0.

Discuss/Action Approve Los Tiacos Alcohol Beverage License Renewal: Madsen moved, Erwin seconded to approve the alcohol beverage license renewal for Los Tiacos LLC. Motion carried 5-0.

Discuss/Action Right of Way property on North Street (Dave Powell): No action taken. Discussion regarding Right of Way on North Street and citizens who own the property regarding the retaining wall with railroad ties. Homeowner will get quotes of what they want to do and bring them back to city council for possible consideration. Alex and Sonya Schiphoff left at 6:26 p.m.

Discuss/Approve Partial Pay App #2 for Wastewater Treatment Plant – McCarthy Trenching: Madsen moved, Erwin seconded to approve partial pay app #2 to McCarthy Trenching for the wastewater treatment plant upgrades in the amount of \$559,554.68. Motion carried 5-0.

Discuss/Possible Action regarding Citizen Request for Water Meter Assistance: City council directed the city administrator to inquire with Habitat for Humanity for plumber information and contact Regional Water to see about any discounts for elderly on fixed incomes.

Resolution 25-08-02 to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the Electric Line Crossing Under Railroad Project, and the taking of bids therefor: Pingel moved, Tiarks seconded to approve Resolution 25-08-02 to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the electrical line crossing under railroad project, and the taking of bids therefore. Public Hearing will be 9/9/25 at 6 p.m. and Bid letting on 8/26/25 at 2 p.m. Roll Call Vote: Pingel – Yes, Bose – Yes, Erwin – Yes, Madsen – Yes, Tiarks – Yes. Resolution adopted 5-0.

Discuss/Action Annual Exam for FY2025: Erwin moved, Bose seconded to approve annual exam for FY2025. Motion carried 5-0.

Discuss/Possible Action - Old Ambulance 2009: There have not been any offers made for the 2009 ambulance that was taken out of service. No action taken.

Review/Action Estimate on Concrete Road work replacement on Sunset Drive: Madsen moved, Erwin seconded to table the concrete road work replacement on Sunset Drive to the next regular meeting. Motion carried 5-0.

Action Reschedule November 11, 2025, Regular City Council Meeting due to Veteran's Day Observance: Bose moved, Pingel seconded to reschedule the November 11 meeting that falls on Veteran's Day observance to Wednesday, November 12, 2025, at 6 p.m. Motion carried 5-0.

Discuss/Action whether to direct Planning & Zoning Committee to review additional Zoning Ordinances: Madsen moved, Erwin seconded to approve the Planning and Zoning committee changes to Downtown commercial district with specific changes and additions that the council discussed. Motion carried 5-0.

Set up Workshop for Completion of Comprehensive Plan/Strategic Planning: Bose moved, Erwin seconded to set the date for a workshop to complete the comprehensive plan/strategic planning for September 9, 2025, at 5 p.m. Motion carried 5-0.

Discuss/Possible Action Phone Lines/System: No action taken on phone lines.

Resolution 25-08-03 Set Public Hearing for Budget Amendment FY26: No action taken on budget amendment.

Pingel moved, Erwin seconded to approve the Consent Agenda and Claims. Motion carried 5-0. Eftps-\$2518.68, Wellmark- \$108.40, Eftps-\$2568.80, Ipers-\$3358.79, TCA Svcs-ac unit fdept-\$135.00, MidAmerican Energy-\$2466.76, Ipers-\$3358.79, IA Dept of Revenue-\$667.66

Agriland	Fuel Fire/City	\$824.42
3E Electrical Engineering	Emerg Gen LS#1 Repr	\$979.43
Cindy Sorlien	Mileage-Bank Deposits	\$138.60
City of Council Bluffs	Library Services FY26	\$4,530.86
Column Software PBC	Legal publish	\$229.15
Computer Systems	Comp Svcs	\$1,233.00
Dorsey & Whitney	Legal Svcs	\$32,553.46
Echo Group	Fuses Lagoon	\$214.08
Electric Pump	Generator Exercise	\$677.00
Hitouch Business Serv	Office Supp	\$1,145.08
Iowa DNR	NPDES YR fee 2026	\$210.00
Ideal Pure Water	Water/Cooler-Jul	\$21.10
Iowa One Call	May/June emails	\$24.30
IMWCA	work comp #2 install	\$619.00
JDW Midwest	Bldg Jul 25	\$1,416.50
Marne Elkhorn	Phone/Internet	\$352.57
Max I Walker	Rugs change	\$57.62
McMullen Ford	Inspect FDPT 2003 Ford	\$180.00
Menards	supplies	\$191.83
M & K Tree Svc - MTS	Trash July 25	\$3,786.24
Midwest Labs	Wastewater labs	\$816.60
Quick Med Claims	billing amb	\$427.48
Royal Publishing	Boys Baseball State	\$90.00
Regional Water	Water- June	\$428.82
Snyder & Associates	Engineer Services	\$2,910.00
T & K Flatwork	ADA pads/curbs	\$15,750.00
Underwood Farm Supply	chemicals	\$331.75

US Bank VISA	Supplies	\$2,110.79
United Healthcare	Health Ins-Aug 25	\$4,959.91
Verizon	public works/fire ipad	\$70.57
Wellmark	Dental Ins. Sept	\$108.40
Zimmerman Sales	motor/wiring lagoon	\$4,979.24
Wells Fargo	Copier	\$283.61
		\$82,651.41
Payroll July	Staff	\$21,352.85
	Total	\$104,004.26

#### Committee Reports:

Fire/Rescue Department: 180 calls to date. There is a Fire Department Fundraiser – Car show on September 14 on 2<sup>nd</sup> Street.

Mayor: Mayor stated that the strategic planning/comprehensive plan needs to get completed.

Clerk: 20 delinquent notices sent for sewer/garbage bills. 14 have made payments. Discussed grants, submissions/collaborations. Will be working on annual reports.

Maintenance: Lagoon bubbler fuses went down, and a new motor and wiring had to be replaced for one, and the second was fixed with a fuse and wiring. Gave update on the Wastewater Treatment plant and that the contractor will have concrete poured for the base of one of the buildings tomorrow. Working on street bids. Will work on the culverts to get the dirt sides concreted in to help with drainage. Will check on park bathrooms.

Council Committees that did not meet: Economic Development, Finance, Personnel, Streets, Cemetery, Parks, Trails, and Code Compliance.

Sewer committee met 7/22/25 for a monthly progress update on Wastewater Treatment Plant construction.

Adjournment: Madsen moved, Erwin seconded to adjourn the meeting. Motion carried 5-0. Mayor Dennis Bardsley adjourned the meeting at 7:52 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 - July 2025	Expenses	Revenue
General	21239.77	8986.20
Garbage	3596.65	4566.60
Fire	5418.85	11818.03
Ambulance	872.81	3934.51
Road Use Tax	4575.38	10421.92
Employee Benefits	4649.74	0.00
Local Option Sales Tx	0.00	20174.55
Tax Incr Finance	0.00	7.48
Debt Service	0.00	156.60
Highway Road Ave 24/25	1830.00	0.00
Sewer	15717.38	30935.06
Sewer Sinking	0.00	10194.64
Sewer Capital	243289.06	295187.56
Total	301189.64	386188.51

