

UNDERWOOD CITY COUNCIL- Regular Meeting Minutes - April 7, 2026

Call to Order: Mayor Josh Madsen called the regular meeting to order on April 7, 2026, at 6 p.m.

Roll Call: In attendance: Jim Pingel, Kelle Erwin, Jodi Bose, David Mace, Keith Rodenburg. Also in attendance: Dave Sturm, Patrick Woodson, Nicole Woodson, Dave Powell, Cindy Sorlien, and Todd Erwin.

Pledge of Allegiance: Recited by all.

Approval of Agenda: Pingel moved to approve the agenda moving street closure request to after public forum, Erwin seconded. Motion carried 5-0. No council member stated a conflict of interest with any agenda items.

Approval of Minutes: Bose moved, Pingel seconded to approve March 10, 2026, Regular Meeting minutes. Motion carried 5-0.

Public Forum: There were no comments during public forum.

Request for Street Closure on Faith Avenue from North Street to Hope Avenue on 04JUL2026 from 11 am to 12:01 AM on 05JUL2026: Discussion with Patrick Woodson describing the request for street closure. Bose moved, Erwin seconded to approve the street closure on Faith Avenue from North Street to Hope Avenue on 4th of July from 11 am to 12:01 a.m. with barricades to be provided by the city but placed in position by Woodson. Motion carried 5-0. Patrick and Nicole Woodson left at 6:04 p.m.

Approve Partial Pay App #10 to McCarthy Trenching for Wastewater Treatment Project: Pingel moved, Bose seconded to approve partial pay app #10 for the wastewater treatment project to McCarthy Trenching for \$409,906.60. Motion carried 5-0.

Discuss/Action Change Order #2 Wastewater Treatment Project Electrical: Pingel moved, Erwin seconded to table Change Order #2 for the wastewater treatment project – electrical - to the next regular meeting. Motion carried 5-0. Dave Sturm left at 6:21 p.m.

Public Hearing on proposal to enter into a Fire Station Loan Agreement: Pingel moved, Erwin second to open the public hearing on proposal to enter into a fire station loan agreement. Motion carried 5-0. Mayor Madsen opened the public hearing at 6:22 p.m. There were no comments or questions. Bose moved, Erwin seconded to close the public hearing. Motion carried 5-0. Mayor Madsen closed the public hearing at 6:23 p.m.

Public hearing on proposal to enter into a Trail Improvements Loan Agreement: Bose moved, Erwin seconded to open the public hearing on proposal to enter into a trail improvements loan agreement. Motion carried 5-0. Mayor Madsen opened the public hearing at 6:23 p.m. There were no comments or questions. Bose moved, Erwin seconded to close the public hearing. Motion carried 5-0, Mayor Madsen closed the public hearing at 6:24 p.m.

Resolution taking additional action on proposal to enter into General Obligation Loan Agreements, combining Loan Agreements, and providing for the levy of taxes to pay General Obligation Corporate Purpose Bonds, Series 2026: Pingel moved, Bose seconded to approve Resolution 26-04-01 Taking additional action on proposal to enter into General Obligation Loan Agreements, combining Loan Agreements, and providing for the levy of taxes to pay General Obligation Corporate Purpose bonds, Series 2026. Roll Call Vote: Pingel - Yes, Bose – Yes, Erwin – Yes, Mace – Yes, Rodenburg – Yes. Resolution adopted 5-0.

Resolution Setting the date for Public Hearing for Budget FY2027: Pingel moved, Erwin seconded to approve Resolution 24-04-02 to set the date for the public hearing on the Budget FY2027 for April 21 at 6 p.m. Roll Call Vote: Rodenburg – Yes, Bose – Yes, Erwin – Yes, Pingel – Yes, Mace - Yes. Resolution adopted 5-0.

Discussion on direction and collaboration with Pottawattamie County Secondary Roads – placement and/or movement of speed limit signs near south end of Underwood residential housing on Railroad Highway: Bose moved, Erwin seconded to approve the placement of the speed limit signs near the south end of Underwood residential housing on Railroad Highway which was approved by Pottawattamie County Secondary Roads. Motion carried 5-0.

Discussion/Action/Work Completed on 3rd Avenue Cement Pour and Approval of Payment to T & K Flatwork for \$47,055.20: Bose moved, Rodenburg seconded to table the payment to T & K Flatwork on the 3rd Avenue Cement Pour until the 4 tables are taken out and replaced upon to completion. Motion carried 5-0.

Discussion/Possible Action Request of adding cement on 3rd Avenue road poured (Todd Erwin): Bose moved, Pingel seconded to table the request of adding cement to the 3rd Avenue road poured. Motion carried 5-0.

Approve Law Enforcement Services Contract for 01JUL2026 through 30JUN2027: Erwin moved, Rodenburg seconded to approve the law enforcement services contract with Pottawattamie County Sheriff for 01JUL2026 through 30JUN2027 for \$17,029.00. Motion carried 5-0.

Approve Council Bluffs Library Annual Contract for 2026-2027 for \$7,090.75: Erwin moved, Pingel seconded to approve the Council Bluffs Library Annual Contract for 2026-2027 for \$7,090.75. Motion carried 5-0.

Approve Certificate of Resolution to Approve and Adopt Amended section 125 Cafeteria Plan effective 6/1/2026: Pingel moved, Rodenburg seconded to approve Resolution 26-04-03 Adopt Amended Section 125 Cafeteria Plan effective 6/1/26. Roll Call Vote: Mace – Yes, Bose – Yes, Rodenburg – Yes, Pingel – Yes, Erwin – Yes. Resolution adopted 5-0.

Update on City Attorney Request for Review of Potential Agreement with Sheriff Request for City to Donate Cameras on Fire Station for Sheriff Use: No action taken. City attorney requested review of 28E agreement with Pottawattamie County Sheriff to city staff. This was conveyed by city staff to the sheriff’s office on March 12, 2026, prior to moving forward with anything related to the sheriff request of donation of cameras by the City of Underwood for use within city limits.

Discuss/Possible Action Donation Request for High School Post Prom of \$250.00 (Mindy Britten): Pingel moved, Erwin seconded to approve the post prom donation of \$250 for public purpose of safety. Motion carried 5-0.

Discussion/Action Approval of 5-Day Event Alcohol License (4/9-4/13/2026- Kate Bristow-The Greenhouse Event Space): Discussion call received 4/6 from applicant to get on the city council agenda. Discussion that City Admin called the Alcohol Beverage Division as the city had nothing in its portal access regarding this application. ABD stated that the local authority submission had gone to Pottawattamie County and not the City of Underwood. After review by city council, ABD has final authority of issuance of alcohol license. Erwin moved, Rodenburg seconded to approve the 5-day event alcohol license for Kate Bristow – The Greenhouse Event Space for 4/9-4/13/2026. Motion carried 5-0.

Consent Agenda and Claims: Pingel moved, Erwin seconded to approve the consent agenda and claims. Motion carried 5-0. United Healthcare - \$4880.88, US Bank VISA - \$385.74, Eftps - \$5133.52, State Withholding - \$1517.12, Sales Tax - \$751.68, Iowa Workforce - \$61.82, Ipers - \$3425.37, Eftps - \$2482.63

Agriland	Fuel Fire/City MAR26	\$1,467.54
Bobcat of Omaha	Stem/guide	\$99.76
City of Neola	Fire Training 25% of class	\$375.00
Column Software	Reg Mtg Min 10MAR26	\$229.86
Computer Systems	Help Desk	\$150.00
Council Bluffs Online	Annual Website Fee	\$300.00
Daily Nonpareil Legal	NOPH-Prop Tax Hring FY27	\$115.20
Danko	Beacon Light-Weed Truck 2481	\$210.34
Dog Waste Depot	Dog Waste Bags	\$179.54
Feedlot Service Company	Tree Removal at lagoon	\$2,600.00
Healthequity	Annual Fee	\$200.00
Highway Signing Inc	Barricade Kit	\$1,140.00
Ideal Water	Round Clr and 5-gal	\$14.10
JDW Midwest	March 2026 Permits	\$250.00
Life Assist	Ambulance supplies	\$97.70
Maple 85	Mulch Trailhead/FD playgrounds	\$1,790.00
Marne Elkhorn	Phone-Internet City/Fire	\$350.49
Max I Walker	Rug Change 3/13 & 3/27/26	\$58.22
McCarthy Trenching	WWTP part pay app #10	\$409,906.60
Menards	Misc supplies	\$879.94
MidAmerican Energy	Electricity	\$3,026.24
Midwest Lab	waste water test-mar +supp	\$1,078.85

M & K Mills	Trash MAR 2026	\$4,116.00
Quick Med Claims	Bill Percentage	\$314.11
Regional Water	Water Bill City/Fire MAR 2026	\$266.00
Snyder & Associates	Engineering/Design 3rd St/Main	\$17,352.00
US Bank Visa	Recorder Office-Easement	\$32.96
Verizon	PB Works-cell phone/FD-IPAD	\$70.60
Wells Fargo	Copier lease + overage	\$198.42
	Sub-Total	\$446,869.47
Payroll March	Staff	\$21,776.07
	Total	\$468,645.54

Reports:

Fire/Rescue Department: 98 calls for the year – Pancake Breakfast is 4/26

Mayor: Community Foundation of Western IA is having a 1-day event – there are 3 options of days

Maintenance: Trees taken down at lagoon, fertilized the parks and cemetery, and fixed snow scrapes through town with smoothing and planted grass seed. Discussion on more dog waste depots needed.

Administrator/Clerk: Dave out Thursday/Friday this week, IMFOA next week, reminder Spring Clean up is Friday which is determined by the garbage company – not city staff. Closed out FEMA project files.

Council Committees:

Economic Development: None Finance: None Personnel: None Streets: None

Sewer: Met 4/6/26 regarding Change Order #1 for WWTP and asked for additional detail for meeting today

Cemetery: None Code Compliance: None

Parks: Trailhead Park Bathroom will open the end of the month after no more freezing weather.

Trails: None

Adjournment: Rodenburg moved, Pingel seconded to adjourn the meeting. Motion carried 5-0. Mayor Madsen adjourned the meeting at 7:16 p.m.

These minutes are as report by the City Administrator/Clerk and subject to approval at the next regular council meeting.

Mayor Josh Madsen

Attest: Cindy Sorlien, City Administrator/Clerk

March 2026 Revenue and Expenses

	Mar-26 Expenses	Revenue
General	76,770.48	13,008.86
Garbage	4,163.53	5,413.55
Fire	1,321.06	1,514.47
Ambulance	726.58	3,155.00
Road Use Tax	10,196.42	95,094.59
Emp Benefits	4,604.89	109.24
Local Option Sales Tx	114,719.41	12,826.86
Debt Service	0	2,012.36
Sewer	25,303.80	61,805.25
Sewer Sinking	0	13,381.13
Sewer Capital	187,978.10	131,185.50
Total	425,784.27	339,506.81