

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES - September 15, 2026

Call to Order: Mayor Josh Madsen called the meeting to order on September 15, 2026, at 6:00 p.m.

Roll Call: Kelle Erwin, Jim Pingel, Jodi Bose, David Mace, Keith Rodenburg. Also in attendance: Greg Clausen, Robert Pingel, Dale Robertson, Kim McDonald, Matthew Larrison, Jennifer Wallner, Heather Harold, Austin Harold, Todd Erwin, Cindy Sorlien, Dave Powell

Pledge of Allegiance: Recited by all.

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

Rodenburg moved, Bose seconded to approve the 8/11/26 regular meeting minutes. Motion carried 5-0.

Public Forum: Dale Robertson thanked the city for putting on the Harvest Festival. He also discussed the Underwood Optimists Bike/Kite Annual Event. Dale Robertson will return to next month's meeting to see if the Optimists need assistance or not. Dale Robertson also stated that he requests that city public works staff not road sweep in front of his home and Zenor's home and they will take care of rocks and sand that collects on their property.

Discussion/Possible Action Request for Sewer Account Reduction: Erwin moved, Bose seconded to reduce 110 Sunset Drive's usage for corrective billing of 8,000 gallons for sewer. Motion carried 5-0.

Discussion/Possible Action Request to purchase city-owned property: Kim McDonald spoke on behalf of Matthew Larrison, who would like to request to purchase city-owned property in front of his house to square up his lot. City Council communicated to Larrison that if he wants to move forward that he should research as all the costs would be his expense and a public hearing would have to be held. No action taken. Larrison left at 6:25pm.

Discussion/Approve UMBA Request for Road Closure Third Street for Trunk or Treat on Sunday, 10/25/26: Pingel moved, Rodenburg seconded UMBA's request to close 3rd Ave to 1st Ave and Main St to 2nd Ave from 3-7 pm on Sunday, 10/25/26, for UMBA's Trunk or Treat. Motion carried 5-0.

Discussion/Action Partial Pay App #15 to McCarthy Trenching for Wastewater Treatment plant project: Bose moved, Pingel seconded for payment of partial pay app #15 to McCarthy Trenching for Wastewater Treatment Plant project for \$69,532.70. Motion carried 5-0.

Discussion/Action Proposed Specifications for Building: Rodenburg moved, Pingel seconded the approval of plans and specifications for building (209 Highway Street) and that the fire department can complete demolition only after approved by city council. Motion carried 5-0

Discussion/Action Set Bid Letting Date with Sealed Bids: Pingel moved, Erwin seconded to set the sealed bid letting for 209 Highway Street for Monday, 10/12/26, at 10:00 a.m. at City Hall. Motion carried 5-0. Pingel and Clausen left at 6:41 p.m.

Discussion/Possible Action Seal Coating Roof of Building: Discussion and no action taken.

Resolution 26-09-01 Approve Sewer to Sewer Sinking Monthly: Pingel moved, Bose seconded to approve sewer to sewer sinking monthly revenue. Roll Call Vote: Bose – Yes, Erwin – Yes, Mace – Yes, Pingel – Yes, Rodenburg – Yes. Resolution adopted 5-0.

Discussion/Action Alarm Dialers -3 Lift Stations: Discussed the bid tabulation. Erwin moved, Bose seconded to accept the Electric Pump bid for alarm dialers for all 3 lift stations. Motion carried 5-0.

Discussion/Possible Action Habitual Delinquent Utility Bills: Erwin moved, Bose seconded to send certified letters return receipt requested for the two accounts and if they have not made 50% payment by October 13, liens would be placed on the properties. Motion carried 5-0.

Re-set Public Hearing for Budget Amendment FY27: Pingel moved, Erwin seconded to re-set public hearing for Budget Amendment #1 FY27 on Tuesday, October 13, 2026, at 6 p.m. Motion carried 5-0.

Erwin moved, Bose seconded to approve the consent agenda and claims with Principal \$243.25. Motion carried 5-0.

Consent Agenda and Claims: : Eftps-\$2576.30, US Postmaster - \$4591.20, Daily Nonpareil - \$316.40, Ipers - \$3388.53, Eftps - \$2624.23, MidAmerican Energy - \$2385.76, IMFOA - \$200.00, IA DNR - \$30.00, Senior Citizen - \$650.00, Treasurer IA-\$1349.18, Ipers - \$3388.53, United Healthcare - \$5221.14, Wellmark- \$81.30, IMFOA - \$200.00, Principal - \$243.25, Wellmark - \$81.30

Agriland	Fuel Fire/City August	\$858.72
Agrivision	supplies	\$71.77
Cindy Sorlien	Mileage	\$95.70
Column Software	Legal Publish Mins August	\$172.57
Computer Systems	Domain registration/service	\$1,786.21
Council Bluffs Fire Dept	ALS tier 8/28/26	\$150.00
Digitech	EMS billing	\$78.12
Dorsey & Whitney	Legal Fees	21,000.00
D & S Welding	Build/Prime/Paint 12 Flag Poles	\$846.00

Electric Pump	service	\$972.50
Gworks	financial services	\$568.75
Culligan	Round Cooler Aug & Sept 26	\$18.00
Iowa League of Cities	grant finder/dues	\$1,109.00
JDW Midwest	August building official fees	\$250.00
Life Assist	Ambulance supplies	\$728.44
Marne Elkhorn	Ph,Intrnt-Cty/+cable Fdept	\$367.13
Max I Walker	Rug change out-3 times	\$88.17
McCarthy Trenching	WWTP part pay app #15	\$69,532.70
Menards	Misc supp	\$800.12
MidAmerican Energy	Electricity 2 days a new building	\$2.04
Midwest Lab	Wastewater labs August	\$1,228.85
M & K Mills	Trash August 2026	\$4,171.00
Pott Co. Treasurer	Animal Control Due 2026	\$9,714.75
Regional Water	Water August 2026	\$582.30
Snyder & Assoc	Engineer Trail/WWTP	\$13,158.30
Staples	office sup/envel-fdept	\$87.15
Summit Fire Safety	Fire Extinguisher annual check	\$391.50
UMB	GO Bond 2026 fee	\$750.00
Underwood Farm Supply	Chemicals	\$145.95
US Bank Visa	postage/conf hotel/rev. chgs	\$583.01
Verizon Wireless	Pub Wks-Ph/Amb- Ipad	\$70.60
Wells Fargo	Copier lease + overage	\$306.34
	Sub-Total	\$130,685.69
Payroll August	Staff	\$21,541.92
	Total	\$152,227.61

Reports:

Fire/Rescue Department: 244 calls, 10/4/26 Fire and Rescue Dinner 4:00-7:00 p.m.at UMBA.

Mayor: Harvest Festival street dance was a success

Maintenance: Powell stated flag poles were replaced up at cemetery. Discussed removal of cemetery memorials, offerings, tributes, mementos or keepsakes, and gravesite flowers must be picked up by 10/9/26.

City Administrator/Clerk: The Underwood Community Schools have the Resource Officer complete trainings on ebikes/escooters and it has gone well. They will educate again in the spring.

Council Committees:

Economic Development: None, Finance: Met and had exit conference with auditor. Personnel: None. Streets: None, Sewer: rate analysis will be completed after the construction complete, per municipal advisor. Erwin said she received an email from IEDA that has grants available to look into.

Cemetery: new flag poles made locally have been placed. Water: Bose attended Reg Water Board Mtg as a citizen and business owner and wants to do a joint flyer with Regional Water. Code Compliance: None.

Adjournment: Erwin moved, Bose seconded to adjourn. Motion carried 5-0. Mayor Madsen adjourned at 7:29 pm.

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

	Aug-26	Expenses	Revenue
General		32,618.39	4,950.92
Garbage		4,347.08	4,930.50
Fire		3,861.36	25,479.87
Ambulance		1,092.94	781.2
Road Use Tax		5,726.60	13,996.97
Employee Benefits		4,642.15	0
Local Option Sales Tax		0	13,748.41
Capital Project		377,249.75	0
Sewer		38,818.52	65,163.74
Sewer Sinking		0	23,772.17
Sewer Capital (incl elect line under RR)		255,977.63	35,544.38
Total		724,334.42	188,368.16