UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, November 10, 2026

Call to Order: Mayor Madsen called the regular council meeting to order on November 10, 2026, at 6 p.m.

Roll Call: In attendance: Kelle Erwin, Jodi Bose, Keith Rodenburg, David Mace arrived at 6:04 p.m. Absent: Jim Pingel. Also in attendance: Jeremy Van Tilburg, Don Trede, Adrian Trede, August Stange, Cecilia Forrester, Blair Longmeyer, Easten Shelton, Kyler Neumann, Jason Thomas, Kaylee Meyers, Sam Taylor, Quentin Hultquist, Jackson Hughes, Jaedyn Van Scoy, Dave Powell, Cindy Sorlien.

Pledge of Allegiance: Pledge of Allegiance recited by all.

Approval of Agenda: No council member stated a conflict of interest with any agenda items. Bose moved, Erwin seconded to approve the agenda and dismissing speed limits due to sheriff not able to attend the meeting at the last minute. Motion carried 3-0.

Approval of Minutes: Rodenburg moved, Bose seconded to approve the October 13, 2026, regular meeting minutes. Motion carried 3-0.

Public Forum: No one spoke or provided written comments for public forum.

Item taken off the agenda was Discussion on Speed Limits through Underwood City Limits as the sheriff was unable to attend the meeting.

Discuss/Action Parts/Doors/Equipment for Sealed-bid process: Erwin moved, Bose seconded to go out for sealed bids of the garage roll-top door at 209 Highway Street (12-14 feet) with a minimum bid of $250.00 with the city council reserving the right to reject any and all bids. Motion carried 4-0.

Discussion/Action Partial Pay App #16 to McCarthy Trenching for Wastewater Treatment plant project: Bose moved, Mace seconded to approve partial pay app #16 to McCarthy Trenching for $633,602.50. Motion carried 4-0.

Discussion/Possible Action Re-Address Agreement for Easements Recreation Trail Phase 2: Erwin moved, Bose seconded to rescind the agreement for easements for Recreation Trail Phase 2 that was approved at the October meeting but not signed yet by mayor. Motion carried 4-0.

Discussion/Possible Action Recreation Trail Request by Pottawattamie County Conservation: No action taken. Mayor Madsen stated he had requested a 28E agreement from Jeff Franco, Pottawattamie County Conservation, regarding collaboration with the Recreation Trail at the Trails Committee meeting earlier today that occurred at 5 p.m.

Resolutions 26-11-01-02-03-04-05-06-07-08 Approval of Resolutions Authorizing Fund Transfers (Roads, Fire, Sewer, Other Public Safety) to Debt Service and Sewer Sinking FY2027: Erwin moved, Bose seconded to approve Resolutions 26-11-01, 26-11-02, 26-11-03, 26-11-04, 26-11-05, 26-11-06, 26-11-07, and 26-11-08 Authorizing Fund transfers from Roads, Fire, Other Public Safety and Sewer sinking to pay debt service. Roll Call Vote: Erwin – Yes, Bose – Yes, Rodenburg – Yes, Mace – Yes. Absent: Pingel. Resolution adopted 4-0.

Discuss/Action Resolution 26-11-09 Adopt Solid Waste Comprehensive Plan: Bose moved, Erwin seconded to approve Resolution 26-11-09 Adopting Solid Waste Comprehensive Plan. Roll Call Vote: Mace – Yes, Rodenburg – Yes, Bose – Yes, Erwin – Yes. Absent: Pingel. Resolution adopted 4-0.

Discussion/Action Public Health/Building Nuisance: Rodenburg moved, Bose seconded to send a nuisance letter referring to Number 2 and Number 7. Motion carried 4-0.

Resolution 26-11-10 Approve Urban Renewal Report FYE 30JUN2026: Erwin moved, Bose seconded to approve the Urban Renewal Report FYE 30JUN2026. Roll Call Vote: Mace – Yes, Bose – Yes, Erwin – Yes, Rodenburg – Yes. Absent: Pingel. Resolution adopted 4-0.

Resolution 26-11-11 Approve Annual Finance Report FYE 30JUN2026: Bose moved, Erwin seconded to approve the Annual Finance Report FYE 30JUN2026. Roll Call Vote: Bose – Yes, Mace – Yes, Rodenburg – Yes, Erwin – Yes. Absent: Pingel. Resolution adopted 4-0.

Discuss/Action Schedule January 2027 regular meeting: No action taken on rescheduling January 2027 regular meeting.

Approve Certification of TIF Debt to County for FY28: Erwin moved, Rodenburg seconded to approve TIF Debt Certification for Shiloh Properties and Jack Links. Motion carried 4-0.

Consent Agenda and Claims: Erwin moved, Bose seconded to approve the consent agenda and claims removing additional bill for gWorks and ICAP to only one each. Motion carried 4-0. Eftps - $2759.21, Ipers - $23.84, Motorola - $9,835.00 (grant funds),Principal - $243.25, Eftps - $2703.27, gWorks-$242.75, MidAmerican Energy - $2323.16,

Treasurer - $1610.30, Ipers - $5229.52, Wellmark - $81.30, United Healthcare - $5221.14, ICAP - $854.00, Iowa League of Cities - $60.00

Agriland	Fuel Fire/City October	$1,307.07
Albrights Parts Plus	supplies	$33.46
Amazon Business	office sup/halloween candy	$433.98
Cindy Sorlien	Mileage	$189.95
Column Software	Legal Publish Mins October	$164.80
Computer Systems	services	$275.00
Culligan	Round Cooler Nov 26	$9.00
D & S Welding	repair snow blade	$325.00
Electric Pump	dialers new LS #1-3	$12,600.00
QMC-Digitech	EMS billing	$41.76
Gworks	annual subscription	$9,000.00
Jack Links	TIF Rebate Jack Links	$49,379.82
JDW Midwest	Oct building official fees	$9,738.59
Life Assist	ambulance supplies	$380.10
Marne Elkhorn	Ph,Intrnt-Cty/+cable Fdept	$363.41
Max I Walker	Rug change out	$58.92
Menards	Misc supp	$24.18
Midwest Lab	Wastewtr labs October 26	$982.05
M & K Mills	Trash October 2026	$4,857.50
Regional Water	Water October 2026	$585.14
Shiloh	TIF Rebate Fldcrest 2-3-4	$78,586.60
Snyder & Assoc	Engineer Trail	$4,400.00
Verizon Wireless	PW-CA phones/FD-IPAD	$108.97
Wells Fargo	Copier lease + overage	$404.80
McCarthy	Pay app # 16	$633,602.40
Snyder & Assoc	Engineer svcs WWTP	$2,894.00
	Sub-Total	$810,746.50
Payroll October	Staff	$33,245.49
	Total	$843,991.99

Reports:

Fire/Rescue Department: 283 runs for the year. Removed part of the siding of 209 Highway Street building.

Mayor: Went to a meeting with all the mayors in Oakland and in 2027 the Sheriff annual contract will increase 4% and the following four years an additional 4% each year. On 11/22/26 the Christmas tree lighting will happen at the corner of 3rd Street and Railroad Highway.

Maintenance: Farmer contacted Dave about field. City council directed Public Works to speak to individual. Discussed tree by 107 1st Avenue. If stump is on their property, it is the property owner responsibility. Discussed possible pipe on 4th Avenue gravel area and no action to be taken. Christmas lights will go up on Thursday and Friday and next week to get ready for the tree lighting on Sunday 11/22. Council directed Public Works to not put a Christmas tree in the middle of the intersection of 2nd Avenue and 3rd Street.

City Administrator/Clerk: New rollback came out for calculations. Updated bank for info for billing. The cemetery lot sales paperwork was updated. City attorney will work on housing rehab plan for completion date of 3/1/27 to bring to the March 2027 regular council meeting. Discussed delinquent sewer/garbage accounts. City Council directed city administrator/clerk to draft letter to homeowner signed by the mayor. Received a thank you from a resident on working with them regarding their bill. City Hall closed 11/11 in observance of Veteran's Day. Budget workshop next week.

Council Committees: Economic Development: None Finance: None Personnel: None Streets: None
Sewer: None Cemetery: None Water: None Code Compliance: None

Adjournment: Erwin moved, Rodenburg seconded to adjourn the meeting. Motion carried 4-0. Mayor Madsen adjourned the meeting at 7:04 p.m.

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

Josh Madsen, Mayor Attest: Cindy Sorlien, City Administrator/Clerk

Oct-26	Expenses	Revenue
General	52,020.27	293,416.48
Garbage	4,905.40	6,169.24
Fire-Rescue	13,618.08	25,179.14
Ambulance	405.89	290.93
Road Use Tax	7,722.13	10,828.81
Employee Benefits	5,349.02	20,983.39
Local Option Sales Tax	0	15,464.31
Tax Incr Finance	0	137,664.69
Debt Service	0	136,140.27
Sewer	48,361.43	55,106.63
Sewer Sinking	0	23,772.17
Sewer Capital Projects	3,094.80	3,094.80
Total	135,477.02	728,110.86