

UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, January 14, 2020–6:00 P.M.

Call to Order: Mayor Dennis Bardsley called the meeting to order on Tuesday, January 14, 2020 at 6 p.m.

Roll Call: In attendance: Josh Madsen, Bob Dose, Jim Pingel, Ashleigh Robinson (arrived at 6:07 p.m.) Absent: Tiarks. Also, in attendance: Mackenzie Shelton, Bryce Baragary, Freuck, Sorlien.

Pledge of Allegiance: Pledge of Allegiance was recited by all.

Approval of Agenda: Pingel moved, Madsen seconded to switch items 20 & 21 on agenda. Motion carried 3-0.

No board member had a conflict of interest with any agenda items.

Approval of Minutes: Pingel moved, Madsen seconded to approve the December 9, 2019 Regular Meeting Minutes. Motion carried 3-0.

Public Forum: None.

Ashleigh Robinson arrived at 6:07 p.m.

Friends of Underwood Request for Junkwood Date, Road Closures and possible work orders: Dose moved, Pingel seconded to approve the date of June 13, 2020 for Junkwood from 8 a.m. – 3 p.m. Motion carried 4-0. Dose moved, Pingel seconded to table the road closures until the February meeting. Motion carried 4-0. *Mackenzie Shelton left at 6:23 p.m.*

I 80 Liquor Permit Renewal Approval: Pingel moved, Dose seconded to approval of I 80 Liquor permit renewal upon completion of the DRAM insurance. Motion carried 4-0.

Regional Water Request of Funds from City to Pay Painting of Name on Water Tower: Pingel moved, Dose seconded to table this item and directed City Administrator to follow up accordingly with Regional Water. Motion carried 4-0.

Township Contracts for Fire and Rescue: No action needed.

2019 Streets Project Partial Payment: No action needed.

Federal Emergency Management Agency (FEMA) – Flood-related Disaster – Categories to move forward, withdraw, or Determination Memorandums, if any: Pingel moved, Madsen seconded to withdraw Projects 108303 and 108319. Motion carried 4-0.

Phone Service Selection – Change to Marne Elkhorn or remain with Century Link: Madsen moved, Pingel seconded to switch phone service to Marne Elkhorn. Motion carried 4-0.

Resolution 19-01 through Resolution 19-01-07:

- **Resolution 20-01-01:** Pingel moved, Dose seconded to approve Resolution 20-01-01 setting regular meeting schedule of the city council to the 3rd Wednesday of each month at 6 p.m. Roll Call Vote: Pingel-Yes, Robinson-Yes, Madsen-Yes, Dose-Yes. Motion carried.
- **Resolution 20-01-02:** Pingel moved, Madsen seconded to approve Resolution 20-01-02 appointing Andrea Raes as the city treasurer and \$60.00 per month as salary. Roll Call Vote: Robinson-Yes, Dose-Yes, Pingel-Yes, Madsen-Yes. Motion carried.
- **Resolution 20-01-03:** Pingel moved, Madsen seconded to approve Resolution 20-01-03 authorizing the city clerk, mayor and mayor pro-tem to write checks for bills. Roll Call Vote: Madsen-Yes, Pingel-Yes, Dose-Yes, Robinson-Yes. Motion carried 4-0.
- **Resolution 20-01-04:** Pingel moved, Madsen seconded to approve Resolution 20-01-04 appointing Matt Woods as the city attorney and specified fees. Roll Call Vote: Dose-Yes, Madsen-Yes, Dose-Yes, Robinson-Yes. Motion carried 4-0.
- **Resolution 20-01-05:** Pingel moved, Madsen seconded to table resolution 20-01-05 until the Fire Department vote tomorrow night to approve Fire Chief per Ordinance 35.03. Motion carried 4-0.
- **Resolution 20-01-06:** Pingel moved, Madsen seconded to approve Resolution 20-01-06 to approve IRS Mileage 2020 of 57.5 cents/mile. Roll Call Vote: Robinson-Yes, Dose-Yes, Pingel-Yes, Madsen-Yes. Motion carried 4-0.
- **Resolution 20-01-07:** Pingel moved, Madsen seconded to approve Resolution 20-01-07 to transferring Street funds of \$12,025.20 to Debt Service for payment. Roll Call Vote: Pingel-Yes, Dose-Yes, Robinson-Yes, Madsen-Yes. Motion carried 4-0.

Re-Set Public Hearing for the Sum of the Proposed Maximum Property Tax Dollars: Madsen moved, Pingel seconded to re-set the public hearing for the sum of the proposed maximum property tax dollars to Wednesday, January 29, 2020 at 6 p.m. Motion carried 4-0.

Resolution 20-01-08: setting date for hearing on proposal to enter into a General Obligation Loan Agreement and borrow funds thereunder in a principal amount not to exceed \$1,300,000: Madsen moved, Pingel seconded to set the hearing on proposal to enter into a General Obligation Loan Agreement and borrow funds thereunder in a principal amount not to exceed \$1,300,000, for January 29, 2020 at 6 p.m. Motion carried 4-0.

Consent Agenda and Claims: Pingel moved, Madsen seconded to approve consent agenda and claims. Motion carried 4-0.

Wellmark-\$139.29, Salvo's Contracting - \$164.24, CSorlien-\$1213.34, National Concrete Cutting, Inc - \$9500.00, EFTPS-\$2717.75, State Withholding \$1230.00, IPERS - \$1985.30, United Healthcare-\$2819.86, US Postmaster-\$92.05, Century Link-\$425.28, MidAmerican Energy-\$3097.88, Regional Water-\$132.00, Pottawattamie County Sheriff-\$4133.50, FBSchweers-\$60.00, US Bank VISA-\$98.48, IA Workforce-\$12.06, Treasurer Iowa-\$647.75.

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Agriland Insurance	Fuel for December 2019	\$1,186.32
Andrea Raes	Treasurer July through November	\$300.00
Bomgaars	Electrical cords-Friends Holiday Display, hanging kits/proties/welder cut kit, wheel charger, clips, fasteners, bolts	\$473.59
Broeckelman & Associates	Audit Review and proof	\$275.00
Casey Baragary	Operator by Affidavit for December 2019	\$600.00
CHI Health Clinic	Vaccines for public works staff	\$258.00
Computer Systems	Recurring charge for Internet Security, Cyber Sentry, Offset Backup, Office 365 Backup, Service call to setup new computers, update Gworks program - Jan 2020 and Feb 2020	\$1,192.50
Counsel	Copier: Contract base rate charge/Contract clicks	\$69.96
Daily NonPareil	Publish minutes and rev/expenses 12/17/19	\$156.45
Danko Emergency Eqpt	Fire truck part passenger side mirror	\$857.06
Electric Pump	Lift station #1 new level floats and installation	\$493.96
EMS - Quick Med Claims	EMS Billing Svcs - EFTs posted	\$370.78
Great America Financial SVCS	Copier Lease	\$114.50
IIMC	Annual Membership Fee	\$170.00
JDW Midwest	JDW Midwest Contract Percentage Fee (85%) for December 2019	\$250.00
JP Cooke	Ink for notary pad	\$11.69
Life Assist	Alcohol prep pads, wipes, naloxone, IV Guard IV Dressing, AMSAFE Ext set, saline/syringe	\$387.72
Marne Elk Horn	Static Line December 2019	\$10.00
Max I Walker	Rug Cleaning 12/4/19 & 12/18/19	\$43.32
Menards	Pothole Patch, Butane torch, 90 watt,	\$204.75
Menards	LED High Bay lights (2) Knob and Cable	\$251.46
Menards	Building Supplies for housing Street Pole Decorations	\$207.75
MER Engineering	Communication regarding Electrical for Lift Station #1	\$2,936.50
Midwest Laboratories	Wastewater Lagoon Testing for December 2019	\$486.00
Midwest Benefit	Death Benefit for 30 Firemen @ 1.25	\$37.50
MTS - M&K Mills Tree Service	Trash Service for December 2019	\$3,392.00
Nelson Renshaw Trucking Inc.	4 loads of gravel @140.00 per truck loaded and transport	\$1,519.30
NMC Rental	Purchase of 60-kilowatt emergency generator to replace rental	\$6,300.00
Oakland Napa Auto Parts	Air, oil and fuel Filters for fire department and ambulance	\$393.76
Pottawattamie County Treasurer	150 - Dog License Tags 2020	\$33.00
Pro Tech	Labor for repairing sander bracket	\$85.00
Snyder & Associates	Topography and Boundary of old water tower site retaining wall improvement	\$1,750.00
Snyder & Associates	2019 Streets Improvement payment	\$2,891.68
Teledyne Instruments	Wastewater Lagoon Sampler Electronic Controller replacement	\$1,633.00
US Bank	Office Supplies, conf meal	\$136.11
Verizon Wireless	Monthly Phone Bill 11/26-12/25/19	\$170.16
Zimmerman Sales & Service	Bucket Truck Rental for 11/21 and 12/5/19 and 12/27/19	\$650.00
	Sub-total	\$30,298.82
December payroll	Staff and City Council/Mayor	\$13,461.01
	Total	\$43,759.83

Appointment of City Committees: Pingel moved, Dose seconded to revise committees. Motion carried 4-0.

Reports:

Fire/Rescue Department: 250 runs. Received \$2,000 donation from Marne Elkhorn and \$1,000 donation from Terry French.

Jim Pingel left at 7:11 p.m.

Mayor: None.

Clerk: Dog license letters will go out by the end of the week, two old checks never cashed -have originals in hand- and will re-issue, update on Lift Station #1 transformer, switch cabinet and flood plain review status, working towards final questions on codification, received NRCS grant with a hard date of 7/4/2020 to complete, city passed preapplication process for WQI grant and will submit final application in February, Pott County option for animal control is \$1500 to join their Citizenserve software program or send in Excel worksheet monthly and opted to send in the Excel worksheet.

Maintenance: Request to clear Fire Station for snow removal when start plowing.

Council Committees:

Economic Development: None.

Finance: None.

Personnel: None.

Streets: Stressing the importance to citizens of getting vehicles off streets and clearing sidewalks on the next city bills.

Sewer: None.

Cemetery: None.

Water: None.

Code Compliance: None.

Parks: None.

Closed Session pursuant to IA code section 21.5(j): Madsen moved, Robinson seconded to go into closed session pursuant to IA code section 21.5(j) at 7:35 p.m. Roll Call Vote: Madsen-Yes, Robinson-Yes, Dose-Yes. Madsen moved, Robinson seconded to come out of closed session at 8:16 p.m. Roll Call Vote: Dose-Yes, Madsen-Yes, Robinson-Yes. No action was taken during closed session.

Adjournment: Madsen moved, Robinson seconded to adjourn. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 8:22p.m. *These minutes are as reported by the City Clerk/Administrator and subject to approval at the next regular council meeting.*

Dennis Bardsley, Mayor

(attest) Cindy Sorlien, City Clerk/Administrator