

UNDERWOOD CITY COUNCIL-CITY HALL – REGULAR MEETING MINUTES
Wednesday, March 18, 2020

Call to Order: Mayor Dennis Bardsley called the meeting to order on Wednesday, March 18, 2020 at 6:00 p.m.

Roll Call: Dose, Pingel, Madsen, Robinson, Tiarks. Also in attendance: Sorlien.

Pledge of Allegiance: Recited by all.

Approval of Agenda: Tiarks moved, Madsen seconded to approve agenda. Motion carried 5-0.

Approval of Minutes: Madsen moved, Dose seconded to approve the February 19, 2020 Regular Meeting Minutes and February 26, 2020 Special Meeting Minutes. Motion carried 5-0.

Public Forum: No came forth for Public Forum, nor provided any written documentation to City Hall.

Friends of Underwood Street Closure Request for Junkwood on Saturday, June 13, 2020: Madsen moved, Pingel seconded to table until the May meeting. Motion carried 5-0.

Public Hearing on Mosquito Creek Streambank Stabilization on Plans, Specifications and form of Contract: Pingel moved, Dose seconded to open public hearing for Mosquito Creek Streambank Stabilization at 6:08 p.m. Motion carried 5-0. Madsen moved, Tiarks seconded to close public hearing for Mosquito Creek Streambank Stabilization at 6:11 p.m. Motion carried 5-0.

Resolution 20-03-02: Approving Plans, Specifications and Form of Contract -Mosquito Creek Streambank Stabilization: Pingel moved, Madsen seconded to approve Resolution 20-03-02: Approving plans, specifications, and form of contract for Mosquito Creek Streambank Stabilization. Roll Call Vote: Tiarks-Yes, Madsen-Yes, Robinson-Yes, Dose-Yes, Pingel-Yes

Review Construction Bids Mosquito Creek Stabilization: Review of bids received from two contractors.

Resolution 20-03-03: Making Award of Contract: Tiarks moved, Robinson seconded award contract to Ring Construction for Mosquito Creek Stabilization in the amount of \$487404.50.. Roll Call Vote: Dose-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Robinson-Yes.

Public Hearing on Lift Station #1 on Plans, Specifications, Form of Contract and Estimate of cost for the 2019 Lift Station Improvements Project: Madsen moved, Tiarks seconded to open public hearing for Lift Station #1 at 6:15 p.m. Motion carried 5-0. Madsen moved, Robinson seconded to close public hearing for Lift Station #1 at 6:41 p.m. Motion carried 5-0.

Resolution 20-03-04: Approving and confirming plans, specifications, form of contract and estimate of cost for the 2019 Lift Station Improvements Project: Pingel moved, Madsen seconded to approve Resolution 20-03-04 approving and confirming plans, specifications, form of contract and estimate of cost for Lift Station #1. Roll Call Vote: Dose-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Robinson-Yes.

Consideration of bids of the 2019 Lift Station Improvements Project: Review of bid tabulations from three contractors.

Resolution 20-03-05: Awarding contract for the 2019 Lift Station Improvements Project: Tiarks moved, Pingel seconded to approve Resolution 20-03-05 Awarding contract for the 2019 Lift Station Improvements Project to McCarthy Trenching LLC. Roll Call Vote: Dose-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Robinson-Yes.

Resolution 20-03-06: Providing for the Levy of Taxes to Pay General Obligation Corporate Purpose Bonds: Pingel moved, Tiarks seconded to approve Resolution 20-03-06 Providing for the Levy of Taxes to General Obligation Corporate Purpose Bonds. Roll Call Vote: Dose-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Robinson-Yes.

Public Hearing on Budget FY 2021: Madsen moved, Tiarks seconded to open public hearing for Budget FY 2021 at 6:46 p.m. Motion carried 5-0. Pingel moved, Madsen seconded to close the public hearing for Budget FY 2021 at 6:49 p.m. Motion carried 5-0.

Resolution 20-03-01: Approving the Budget for Fiscal Year 2021: Pingel moved, Tiarks seconded to approve Resolution 20-03-01: Approving the Budget for FY 2021. Roll Call Vote: Dose-Yes, Pingel-Yes, Tiarks-Yes, Madsen-Yes, Robinson-Yes.

Street Light Poles Convert to GFCI: Review of three bids received. Madsen moved, Robinson seconded to approve Applegate Electric for the amount of \$2,615.60 for the remaining 20 street light pole electrical conversion to GFCI. Motion carried 5-0.

Lift Station #1 and Lift Station #2 Maintenance: Discussion regarding equipment at each respective lift station. Council directed city staff to follow up with pump company and plumber, if needed. No action taken.

Contract Renewals: Pingel moved, Madsen seconded to direct the city administrator to review and get new bids for those contracts coming up at the 2.5 year mark. Motion carried 5-0.

Covid-19 State of Civil Emergency for City of Underwood and Operations and Possible Resolution Temporary Electronic

Public Meetings if Necessary or Emergency Meetings: Madsen moved, Pingel seconded for staff to do more research on electronic meetings for the future. Motion carried 5-0. The park bathrooms are closed and city public works staff are not disinfecting the playground equipment. Signs posted at the park.

Fischer Cemetery: Pingel moved, Madsen seconded for the Cemetery Committee to further develop policy on pin-marking and design. Motion carried 5-0.

Safety Policy: No action taken. Personnel Committee to follow up accordingly.

Consent Agenda and Claims: Tiarks moved, Robinson seconded to approve consent agenda and claims. Motion carried 5-0. gWorks-\$118.63, US Postmaster-\$70.35, Dearborn-\$153.40, EFTPS-\$2631.23, IPERS-\$1910.44, Dearborn-\$153.40, EFTPS-\$2631.23, United Healthcare-\$2819.86, MidAmerican Energy-\$3162.87, Albright Parts-\$70.74, Andersen Door-\$267.00, Bomgaars-\$171.31, Century Link-\$19.73, Computer Systems-\$2239.25, Gworks-\$2000.00, Midwest Benefit-\$37.50, Regional Water-\$132.00, Verizon Wireless-\$167.81, Matt Woods-\$500.00, CLIA-\$180.00

CLAIMS FOR COUNCIL APPROVAL

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Agriland	Fuel for February 2020	\$411.11
Casey Baragary	Operator by Affidavit for February 2020	\$600.00
Council Bluffs Online LLC	Annual Website Hosting for March 2020-February 2021	\$300.00
Counsel	Recurring charge for contract base rate & contract clicks	\$92.22
Daily Non Pareil	Publish NOPH for Mosquito Creek Stabilization, Publish NOPH for LS Improvements Categorical Exclusions, Publish 1-29-2020 Special Meeting Minutes, Publish DEC2019 REV/EXP, Publish 2-19-2020 Regular Meeting Minutes and 13 week Daily Subscription	\$231.43
EMS (Quick Med Claims)	Ground Trips/Revenue	\$288.29
Graham Tire Fremont	6 Tires for Fire Dept vehicle	\$2,751.92
Great America Financial Services	Copier Lease	\$114.50
Ideal Pure Water	February 2020 recurring water charge	\$9.00
JDW Midwest	JDW Midwest Contract Percentage Fee (85%) for February 2020	\$546.67
Jennie Edmundson Hospital Pharmacy	Pharmaceutical usage/supplies	\$17.47
J.P. Cooke Co.	Pocket X-stamper for Monica	\$34.75
Life Assist	Black Eyewear Holders, Utility Spectacles Safety Glasses	\$37.10
Max I Walker	Rug Cleaning for 2/26/2020 & 3/11/2020	\$43.32
Menards	Entry Alert One Sensor, First Aid Kit, Paper Towels, Supplies for Pursell's, Pothole Patch, Cleaning Supplies, Supplies for Banners (Pegs)	\$734.10
Midwest Laboratories	Wastewater Lagoon Testing for February 2020	\$526.00
Mid West United Fireman, United Benefit Society	30 Firemen @ \$1.25	\$37.50
MTS - M&K Mills Tree Service	Trash Service for February 2020	\$344.46
NMC	LS #1 - Service Mobile Emergency Generator	\$867.33
Oakland Napa	Oil mix for small tools for Fire-Rescue and Public Works	\$79.80
Salvo's Contracting LLC	Labor & materials to install 3 new lights and a new circuit at Road Bldg, Labor & materials to remove old lighting system at Fire-Rescue Sign	\$2,075.75
Snyder & Associates	Professional Services for Streambank Stabilization Project	\$36,637.94
US Bank VISA	Office Supplies, Training at Gworks, Platform, Caster Kit, Tool Tray, Tablet Accessories, IMFOA 2020 Spring Conference Registration	\$1,190.28
	Sub-total	\$47,970.94
February payroll	Staff and City Council/Mayor	\$12,145.25
	Total	\$60,116.19

Reports:

Fire/Rescue Department: 70 runs for the year. Received Iowa West Foundation grant. Cancelled/postponed pancake breakfast, to be rescheduled at a later date.

Mayor: Working on projects.

Clerk: Treasurer Report, received IDAL grant for watershed.

Maintenance: Worked on Lift stations and roads.

Council Committees - Safety and Adoption of Light Duty Policy: Personnel Committee to review/develop further, if necessary.

Economic Development: Calls will be made to local businesses to participate in survey with IEDA.

Finance: None.

Personnel: Follow-up needed as noted above.

Streets: None.

Sewer: Inquiry about ordinance concerning landlords. City Council directed city administrator to follow up on a draft ordinance for rental properties and sewer/garbage fees.

Cemetery: New policy in place and continue to develop and refine it.

Water: None

Code Compliance: None.

Parks: Park is open but not disinfecting playground equipment currently.

Employee - Possible Closed Session Pursuant to Iowa Code 21.5 (1)(i): Did not go into closed session.

Possible Action to be taken: No action taken.

Adjournment: Madsen moved, Dose seconded to adjourn the meeting. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 8:01 p.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