

**UNDERWOOD CITY COUNCIL-CITY HALL  
REGULAR MEETING MINUTES  
Wednesday, April 8, 2020**

**Call to Order:** Mayor Dennis Bardsley call the meeting to order on Wednesday, April 8, 2020 at 6 p.m.

**Roll Call:** Dose-Yes, Robinson-Yes, Tiarks-Yes, Madsen-Yes. Absent: Pingel. Also present: Sorlien.

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

**Approval of Agenda:** Madsen moved, Dose seconded to approve the agenda. Motion carried 4-0. No board member stated a conflict of interest with any agenda items.

**Approval of Minutes:** Madsen moved, Tiarks seconded to approve the March 18, 2020 Regular Meeting minutes. Motion carried 4-0.

**Public Forum:** Letter read by City Admin received from citizen about traffic on Hope Avenue and a request to look at the possibility of speed bumps. Council directed city staff to do additional research.

**Review Contracts and Bonds for Mosquito Creek Streambank Stabilization:** Review of contracts and bonds from Ring Construction.

**Resolution 20-04-01: Approving Contracts and Bonds:** Tiarks moved, Robinson seconded to approve Resolution 20-04-01 for the contracts and bonds for Ring Construction. Roll Call Vote: Madsen-Yes, Tiarks-Yes, Robinson-Yes, Dose-Yes.

**Notice to Proceed for Mosquito Creek Streambank Stabilization Project:** Madsen moved, Tiarks seconded to approve the Rebid Notice to Proceed for Mosquito Creek Streambank Stabilization Project. Motion carried 4-0.

**Flood Related FEMA Possible Withdrawal of Project for Mosquito Creek Streambank Stabilization:** Madsen moved, Robinson seconded to withdraw the Mosquito Creek Streambank Project from FEMA due to having a federal grant through NRCS for the project. Motion carried 4-0.

**Set Public Hearing Date for Budget Amendment FY2020:** Madsen moved, Tiarks seconded to set the Public Hearing date for Budget Amendment for FY2020 on Wednesday, May 13 at 6 p.m. Motion carried 4-0.

**Resolution 20-04-02: To fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money:** Madsen moved, Tiarks seconded to approve Resolution 20-04-02 setting a public hearing date of Wednesday, May 13 at 6 p.m. on the proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$730,000. Roll Call Vote: Madsen-Yes, Tiarks-Yes, Dose-Yes, Robinson-Yes.

**Resolution 20-04-03: Approving contract and performance and/or payment bonds for the 2019 Lift Station Improvements Project:** Madsen moved, Tiarks seconded to approve Resolution 20-04-03 approving the contract and performance and/or payment bonds for the 2019 Lift Station Improvements Project with McCarthy Trenching LLC. Roll Call Vote: Robinson-Yes, Tiarks-Yes, Dose-Yes, Madsen-Yes.

**Urban Water Quality Initiative Grant Received – Execution of Agreement:** Tiarks moved, Robinson seconded to approve the Execution of Agreement for the Urban Water Quality Initiative Grant received. Motion carried 4-0.

**Covid-19 State of Civil Emergency Operations and Possible Resolution Temporary Electronic Public Meetings if Necessary or Emergency Meetings and Possible Resolution City Minimum Staffing Pandemic:** No action taken.

**Consent Agenda and Claims:** ICAP-\$26,596.17, Northern Lights Display-\$4301.50, US Postmaster-\$71.05, MidAmerican Energy-\$3024.12, Agrivision \$50000.00, Pottawattamie County Sheriff-\$4133.50, Nelson Redshaw Trucking-\$1540.00, Schildberg Construction-\$2666.85, EFTPS-\$2644.84, State Withholding-\$1451.00, IPERS-\$1924.62, Wellmark-\$139.29  
Tiarks moved, Dose seconded to approve the consent agenda and claims. Motion carried 4-0.

8-Apr-20 CLAIMS FOR COUNCIL APPROVAL

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Albright Parts Plus	Spin-on lube filter for Skag mower	\$7.40
Travis Bauer	Heater core for Fire Truck 2480	\$42.79
Bomgaars	Carabiners for banners & road vehicle parts	\$22.12
Casey Baragary	Operator by Affidavit for March 2020	\$600.00
Computer Systems Inc	Help Desk: LDAP'ED Firewall-AD and Help Desk: DNS & SSL CER	\$102.50
Counsel	Recurring charge for contract base rate & contract clicks	\$53.04
Electric Pump	New pump/remove old pump at Jack Links LS, SVC Call om 3/18 for False High Alarm	\$11,893.41
FLSCO Resources Inc	Tree cutting at Lagoons in 2018	\$800.00
General Fire & Safety Eqpt Co	Annual fire inspection	\$505.25

Heartland Vaults	Cemetery Disinterment 3/31	\$750.00
GPM	Lagoon flow meter calibration	\$412.00
Ideal Pure Water	March 2020 recurring water charge	\$18.35
JDW Midwest	JDW Midwest Contract Percentage Fee (85%) for March 2020	\$2,997.60
Laser Pro Co, Inc	Pens, paper, binders, stapler	\$161.42
Life Assist	Utility spectacles safety glasses, large & extra-large gloves	\$178.80
Marne Elk Horn	February/March 2020 Phone Service	\$454.98
Max I Walker	Rug Cleaning for 3/25/2020	\$21.66
Menards	Flags, measuring wheel, oil, seal best pothole patch, banner parts, mower parts	\$360.04
Mid-West United Fireman	30 Firemen @ \$1.25	\$37.50
Midwest Laboratories	Wastewater Lagoon Testing for March 2020 & supplies	\$821.70
MTS - M&K Mills Tree Service	Trash Service for March 2020	\$3,433.00
Payless Office	Office supplies	\$356.90
Regional Water	Water usage for March 2020	\$132.00
Sam's Club Direct	Hydrogen Peroxide Chall	\$1.76
Snyder & Associates	Professional Services for 2019 Street Project AS Builts, Mosquito Creek Design/Rebid Plans, & Water Tower Project Admin	\$5,735.30
Verizon Wireless	Phone service 2/26/2020-3/25/2020	\$172.61
Land Surveying Services, Inc	Surveying services	\$2,609.50
Great America Financial Svcs	Copier monthly lease	\$114.50
gWorks	Consulting on software	\$312.50
AgriLand FS	March 2020 Fuel - City and Fire/Rescue	\$889.30
	Sub-total	\$33,997.93
March payroll	March	\$12,235.31
	Total	\$46,233.24

**Reports:**

Fire/Rescue Department: No report.

Mayor: Discussed Ditches by Highway Avenue.

Clerk: Treasurer's Report, DNR follow up, grant and loan documentation. Weekly documentation of projects for MQ Streambank, Lift Station 1 and Watershed as more information gets coordinated and tentative dates to be scheduled.

Maintenance: Working on lagoon road prior to MQ Streambank getting worked on and removing posts to save to re-install when project complete.

Economic Development: Conveyed information to businesses in town about SBA loans for Covid-19.

Finance: No report.

Personnel: No report.

Streets: Carley Construction to work to seal cracks on curve near park and check grass seedings.

Sewer: Pump at LS#2 installed, along with change valves.

Cemetery: Planning to meet to develop action plan.

Water: None.

Code Compliance: Work towards finishing.

Parks: Parks Closed per Governor Reynolds on 4/6/20 through 4/30/20. Signs posted at both city parks.

**Adjournment:** Dose moved, Madsen seconded to adjourn. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 7:43 p.m.

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

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Dennis Bardsley, Mayor

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(attest) Cindy Sorlien, City Clerk/Administrator