

UNDERWOOD CITY COUNCIL - REGULAR MEETING MINUTES
Wednesday, May 13, 2020

Call to Order: Mayor Dennis Bardsley called the meeting to order at 6:00 p.m. on Wednesday, May 13, 2020.

Roll Call: In attendance: Pingel, Dose, Robinson, Tiarks, Madsen. Also in attendance: Sorlien, Alan Hedegaard, Todd Erwin.

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

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

Approval of Minutes: Tiarks moved, Madsen seconded to approve the April 8, 2020 Regular Meeting Minutes. Motion carried 5-0.

Public Forum: There were no letters, emails, phone calls received at City Hall, nor by any elected officials.

Discussion of Erwin Property Building Request: City Council is not allowed to make any changes related to Downtown Commercial Zoning Regulations related to the property at 240 – 3rd Street. Pingel moved, Madsen seconded to send the request back to the Board of Adjustments. Motion carried 5-0. Erwin left at 6:11 p.m.

Public Hearing Budget Amendment FY2020:

Madsen moved, Pingel seconded to open the Public Hearing for the Budget Amendment FY 2020. Motion carried 5-0. The hearing opened at 6:12 p.m. There were no questions related to the amendment. There were no comments, phone calls, letters or emails related to the budget amendment.

Dose moved, Madsen seconded to close the Public Hearing. Motion carried 5-0. Public Hearing closed at 6:13 p.m.

Resolution 20-05-01: Dose moved, Robinson seconded to approve Resolution 20-05-01, the Budget Amendment FY2020. Roll Call Vote: Dose-Aye, Pingel-Aye, Robinson-Aye, Tiarks-Aye, Madsen-Aye. Resolution adopted 5-0.

Public Hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement:

Robinson moved, Pingel seconded to open the Public Hearing on the proposal to enter into a Sewer Revenue Loan and Disbursement Agreement. Motion carried 5-0. Public Hearing opened at 6:15 p.m. There were no questions related to the SRF Loan and Disbursement Agreement. There were no comments, phone calls, letters or emails related to this either.

Dose moved, Madsen seconded to close the Public Hearing on the SRF loan. Motion carried 5-0. Hearing closed at 6:17 p.m.

Resolution 20-05-02: Tiarks moved, Madsen second to approve Resolution 20-05-02 Taking Additional Action to Enter into a Sewer Revenue Loan and Disbursement Agreement. Roll Call Vote: Tiarks-Aye, Robinson-Aye, Dose-Aye, Madsen-Aye, Pingel-Aye. Resolution adopted 5-0.

Iowa DOT Rest Area Connection Possibility to Underwood's Lagoon: Council directed City Admin to follow up with IDOT on items needed regarding daily flows and operational questions.

Fieldcrest Phase 4 Housing Development – Lift Station, Sewer, Streets Needed (Alan Hedegaard, Shiloh Properties):

Discussion on an additional development of 11 homes in Fieldcrest 4 but there is no infrastructure currently. Madsen moved, Robinson seconded to table the discussion until the lagoon flow study/wastewater lagoon capacity study is complete. Motion carried 5-0. Alan Hedegaard left at 6:52 p.m.

Resolution 20-05-03: Tiarks moved, Madsen seconded to approve Resolution 20-05-03 to Transfer and pay from Sewer Funds to Debt Service -Sewer Portion for the 2019 Streets Project. Roll Call Vote: Robinson-Aye, Pingel-Aye, Dose-Aye, Madsen-Aye, Tiarks-Aye. Resolution adopted 5-0.

Resolution 20-05-04: Madsen moved, Tiarks seconded to approve Resolution 20-05-04 Accepting the Work for the 2019 Street Improv. Project. Roll Call Vote: Pingel-Aye, Dose-Aye, Madsen-Aye, Tiarks-Aye, Robinson-Aye. Resolution adopted 5-0.

Streets Improvement 2019 – Close out and Final Accounts Payable (#7) Voucher: Madsen moved, Tiarks seconded to approve the Streets Improvement 2019 Project Close out, the Final Accounts Payable Voucher, and the Notice of Discontinuation of Storm Water Discharge for the 2019 Streets Improvements. Motion carried 5-0.

Set Public Hearing Date for Ordinances: No action taken.

Resolutions: Pingel moved, Tiarks seconded to approve Resolutions 20-05-06, 20-05-06, and 20-05-07. Roll Call Vote: Dose-Aye, Madsen-Aye, Tiarks-Aye, Robinson-Aye, Pingel-Aye. Resolutions adopted 5-0.

Resolution 20-05-05: Approval of paying General Obligation Corporate Purpose Bond 2013 Principal and Interest \$12,200.50 Transfer out of Streets and Transfer into Debt Service:

Resolution 20-05-06: Approval of paying General Obligation Corporate Purpose Bond 2015 Principal, Interest and Paying Agent \$60,381.25 Transfer out of Fire and Road into Debt Service:

Resolution 20-05-07: Approval of paying General Obligation Corporate Purpose Bond 2019 Principal, Interest and Paying Agent \$41,860.00 Transfer out of Road Use and Sewer into Debt Service:

Alcoholic Beverage License Renewal Request Underwood Memorial Building Association (UMBA): Pingel moved, Tiarks seconded to approve UMBA Alcoholic Beverage License Renewal request pending approval of Dram shop. Motion carried 4-0. Dose abstained from the vote.

Water Committee Recommendations re: Water Tower Painting: Pingel moved, Tiarks seconded to follow the water committee recommendations and not pay Regional Water’s fee to put Underwood on the Water Tower Face. Motion carried 5-0.

Dog Licensing: Council directed city staff to put on the letters to dog owners about the city’s ordinance on using leashes and picking up their dog’s fecal matter when they take their pets for a walk. There are many dogs that are still not licensed.

Turkey Vultures Return on 4th Avenue: Pingel and Madsen volunteered to work on the turkey vulture situation at 200 – 4th Avenue, requested by homeowner. Continue to work towards moving the turkey vultures out of town.

Resolution 20-05-08: Madsen moved, Tiarks seconded to approve Resolution 20-05-05 Mosquito Creek Streambank Partial Payment #1. Roll Call vote: Madsen-Aye, Tiarks-Aye, Robinson-Aye, Pingel-Aye, Dose-Aye. Resolution adopted 5-0.

Lagoon Flow Study: Pingel moved, Tiarks seconded to enter into a lagoon flow study/wastewater lagoon capacity agreement with Snyder and Associates-Atlantic office. Motion carried 5-0.

Lift Station #1 Property – Safety and Security: City property at 625 Highway Street has had multiple incidents of trespassing on city property. No Trespassing signs were placed.

Rollover Program Bobcat: Madsen moved, Tiarks seconded to table the Rollover program. Motion carried 5-0.

Covid-19 State of Civil Emergency Operations: City Hall will continue to work via phone calls, emails, and the drop box.

Consent Agenda and Claims: Tiarks moved, Pingel seconded to approve the consent agenda and claims. Motion carried 5-0. US Postmaster-\$104.50, Tim’s Service-\$489.77, United Healthcare Apr-\$2819.86, Bomgaars-\$216.16, Century Link-\$132.33, Computer Systems-\$601.25, Daily Non Pareil-\$210.82, Iowa One Call-\$47.00, Life Assist-\$120.70, MCI-\$40.65, MidAmerican Energy-\$2693.73, US Bank-\$207.82, Wellmark-\$139.29, C.Baragary-\$600.00, United Healthcare May-\$2819.86, Albright Parts Plus-\$36.20, Bomgaars-\$296.99, Marne Elkhorn-\$206.17, Max I Walker-\$43.32, Paco’s Tires-\$164.00, US Postmaster-\$71.75, Ted’s Mower-\$374.97, US Postmaster-\$626.00

13-May-20 CLAIMS FOR COUNCIL APPROVAL

<u>Business</u>	<u>Service</u>	<u>Amount</u>
AgriLand FS	Fuel for April 2020	\$490.47
Computer Systems Inc	Help Desk - Internet Issues & Internet Security for June 2020	\$621.25
Counsel	Recurring charge for contract base rate & contract clicks	\$156.21
Daily Nonpareil	Publishing March meeting, Jan-Mar REV/EXP, April meeting, Public Hearing for Lift Station and Budget Amendment	\$404.30
Electric Pump	Freight for trash basket parts	\$23.59
EMS (Quick Med Claims)	Ground trips/revenue for ambulance	\$257.50
Great America Financial Svcs	Lease RICOH MPC3004EX Copier	\$114.50
gWorks	Remote project GL	\$312.50
Ideal Pure Water	April 2020 recurring water charge	\$9.00
Iowa One Call	Email/voice for Jan-March 2020	\$47.00
Iowa Prison Industries	Speed limit/slow-children signs	\$131.67
Iron Mountain	Shredding service for 3/25-4/28/20	\$88.90
JDW Midwest	JDW Midwest Contract Percentage Fee (85%) for April 2020	\$1,741.98
Jennie Edmundson Hosp Pharmacy	Rescue-Pharmaceutical Supplies	\$27.72
Land Surveying Services, Inc	Survey for RR Row-Lagoon Entrance	\$1,762.50
Laser Pro Co, Inc	Batteries, cardstock paper	\$90.40
Life Assist	Am-safe IV Set, 15 Drop 1 MC	\$133.50
Mattheson Tri-Gas Inc	Oxygen	\$38.54
Mid-West United Fireman	30 Firemen @ \$1.25	\$37.50
Midwest Laboratories	Wastewater Lagoon Testing for April 2020	\$566.00
MTS - M&K Mills Tree Service	Trash Service for April 2020 & 22 extra cans	\$3,421.00
Payless Office	Copy paper, foam cups, bleach, gloves, disinfectant spray/shipping, Clorox spray cleaner	\$140.13
Regional Water	Water usage for April 2020	\$132.00
US Bank Visa	Road supplies, trainings	\$500.59

Verizon Wireless	Phone service 3/26/2020-4/25/2020	\$170.65
	Sub-total	\$11,419.40
April payroll	April 2020	\$8,404.75
	Total	\$19,824.15

Reports:

- a. Fire/Rescue Department: 108 runs this year. Received Iowa West grant for \$10,000 for gear.
- b. Mayor: Traded broken down street sweeper.
- c. Clerk: Treasurer's report, Lift Station #2 property .21 acres is now city property and recorded at Pott County.
- d. Maintenance: LS #2 second pump will be looked at by a plumber, mowing season, and road upkeep.
- e. Economic Development: Fieldcrest 4 infrastructure discussion.
- f. Finance: Follow up with budget amendment.
- g. Personnel: Met and worked on evaluations.
- h. Streets: None.
- i. Sewer/Water: Lift Station #1 Improvements at 625 Highway Street will begin mid-summer 2020.
- j. Cemetery: New policy in place, committee will meet again after outside evaluation of procedures.
- k. Code Compliance: New codes are in process of being reviewed and printed.
- l. Parks: Governor Reynolds addressed in proclamation.

Possible Closed Session Pursuant to Iowa Code 21.5 (1)(i): Council did not go into closed session.

Possible Action from Closed Session: Not applicable.

Closed Session pursuant to IA code section 21.5(j): Council did not go into closed session.

Adjournment: Madsen moved, Dose seconded to adjourn the meeting. Motion carried 5-0. Mayor Bardsley adjourned the meeting at 8:49 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