

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

**Call to Order:** Mayor Dennis Bardsley called the meeting to order on Wednesday, July 8, 2020 at 6:01 p.m.

**Roll Call:** Present: Bob Dose, Jim Pingel, JW Tiarks, Josh Madsen. Absent: Ashleigh Robinson. Also in attendance: Sonya and Alex Schiphoff, Ginny Bardsley, Jackie Masker, Alan Hedegaard, Natasha Skiles, and Sorlien.

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

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

**Approval of Minutes:** Tiarks moved, Pingel seconded to approve the minutes from the June 10, 2020 Regular Meeting and June 23, 2020 Special Meeting. Motion carried 4-0.

**Public Forum:** Natasha Skiles commented that she works with Mid-American Energy and is assigned McClelland and Underwood. Natasha stated that there are grants available every year for \$500 that can be divided between organizations. MidAmerican has the Please Trees program, a lighting program, and also assist schools, proms, and graduation. MidAmerican also has a Cares Program that is a volunteer program.

**Old Water Tower Retaining Wall:** No action taken. City of Underwood will continue to research ownership and unable to provide clarification currently.

Alex and Sonya Schiphoff left at 6:25 p.m.

**Lagoon Flow/Wastewater Capacity Study Update:** Nothing new to report at this time from engineer.

**Fieldcrest 4 Sewer Request:** City Council and Alan Hedegaard (Shiloh Properties) discussed the sewer request. While Hedegaard will only guarantee building 11 homes for the new sewer line, the city is unable to move forward until additional work is completed by city attorney. Alan Hedegaard left at 6:44 p.m.

**Approval of Change Order for Mosquito Creek Streambank Stabilization Project:** Madsen moved, Pingel seconded to approve the Change Order #1 for Mosquito Creek Streambank that included removing the Geotextile (3,506.00 square yards) and adding additional Revetment Stone, Class E of 516.56 ton and ¾" Gravel of 102.58 ton, resulting in a net addition of \$37,860.14, to address the slope failures. Motion carried 4-0.

**Mosquito Creek Streambank Partial Payment #3:** Pingel moved, Tiarks seconded to approve Partial Payment #3 to Ring Construction, in the amount of \$159,592.76, for Mosquito Creek Streambank project. Motion carried 4-0.

**Change Order Lift Station #1:** Pingel moved, Madsen seconded to approve Lift Station 1 Change Order #1 for \$10,750.38 to relocate the new Transformer (within the project work area defined by SRF) and install 5" electrical conduit from the transformer to the ROW of Highway St. Motion carried 4-0.

**Lift Station #1 Partial Payment #1:** Madsen moved, Pingel seconded to pay Lift Station 1 Partial Payment #1 in the amount of \$108,656.25. Motion carried 4-0.

**Resolution 20-07-01: Authorizing and approving a certain Loan Agreement, providing for the issuance of \$340,000 General Obligation Corporate Purpose Bonds, Series 2020, and providing for the levy of taxes to pay the same:** Dose moved, Pingel seconded to approve Resolution 20-07-01. Roll Call Vote: Dose-Yes, Pingel-Yes, Madsen-Yes, Tiarks-Yes. Resolution adopted 4-0.

**Resolution 20-07-02: Authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$727,000 Sewer Revenue Bonds, Series 2020:** Madsen moved, Pingel seconded to approve Resolution 20-07-02. Roll Call Vote: Madsen-Yes, Tiarks-Yes, Pingel-Yes, Dose-Yes. Resolution Adopted 4-0.

**Resolution 20-07-03: Approval of paying State Revolving Fund loan from Sewer Fund:** Pingel moved, Madsen seconded to approve Resolution 20-07-03 Approval of paying State Revolving Fund loan from Sewer Fund to Debt Service. Roll Call Vote: Tiarks-Yes, Dose-Yes, Madsen-Yes, Pingel-Yes. Resolution adopted 4-0.

**Railroad Easement for Lagoon:** Discussion regarding small area \$2500.00 easement fee plus \$2,000.00 processing fee for permanent railroad easement on north side of lagoon entrance road. Madsen moved, Tiarks seconded to not move forward with the permanent railroad easement at the lagoon entrance. Motion carried 4-0.

**Road Status for Charles Drive and Highway Avenue:** Discussion regarding Western Engineering assessment of road condition on Charles Drive and Highway Avenue. Sub-base work of 6 inches would last longer. No action taken. Public Works staff to place patch on areas of road that need addressed.

Natasha Skiles left at 7:20 p.m.

**Set August Regular Meeting Date:** Madsen moved, Pingel seconded to set the August Regular Meeting date to Tuesday, August 11 at 6 p.m. Motion carried 4-0.

**Set Public Hearing Date for Proposed New Ordinances:** Pingel moved, Madsen seconded to approve a Public Hearing regarding Ordinances Golf Carts and Irrigation Meters at the next regular meeting on August 11 at 6 p.m. with the first reading and waiving of the second and third readings. Motion carried 4-0.

Ginny Bardsley and Jackie Masker left at 7:54 p.m.

**Consent Agenda and Claims:** Pingel moved, Tiarks seconded to approve the Consent Agenda and Claims. Motion carried 4-0. M & K Mills - \$3421.00, EFTPS-\$2581.55, State Withholding-\$1183.00, IPERS-\$1953.98, Dearborn Life Insurance-\$223.80, Shiloh Properties-\$18,155.62, Andrea Raes-\$360.00, IA League of Cities-\$802.00, Anna Goeser-\$825.00, US Postmaster-\$72.10, Pottawattamie County Sheriff-\$4257.25, Agrivision-\$1085.00

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Agriland FS	Fuel for June 2020	\$551.21
ANB	Interest payment for line of credit for Mosquito Creek	\$162.17
ANB	Loan principal payment-Mosquito Creek Pmt 4/NRCS Reimb.	\$70,448.44
Bomgaars	Gas/blades for weed eater, chainsaw chains, trash bags	\$186.86
Casey Baragary	Operator by Affidavit for June 2020	\$600.00
CHI Health Clinic	Shots for Bryce Baragary	\$100.00
Counsel	Recurring charge for contract base rate & contract clicks	\$54.11
Daily Nonpareil	Subscription renewal for 52 weeks	\$119.60
Dave Lyon Repair & Towing	Battery, battery cleaner, battery protect and seal	\$751.64
Great America Fin Svcs	Lease RICOH MPC3004EX Copier monthly charge	\$114.50
Ideal Pure Water	June 2020 recurring water charge and extra jug	\$25.35
IMWCA	Installment 1 for Work Comp Premium 20-21	\$664.00
Iowa One Call	30 emails	\$27.00
Marne Elk Horn	Phone svc July 2020, long distance for May-June 2020	\$208.55
Max I Walker	Rug change out on 6/17/2020	\$21.66
Menards	Mulch and office cleaning supplies	\$301.81
MidAmerican Energy	Electricity read date 6/8/2020	\$3,038.13
Midwest Laboratories	Wastewater lagoon testing for June 2020	\$637.50
Paco's Tires	26X12.00-12/6 Grass master	\$118.00
Pott County Public Health	Animal control svcs for January 1, 2020-June 30, 2020	\$1,375.50
Quick Med Claims (EMS)	Ground trips and revenue	\$55.19
Regional Water	Water usage for June 2020	\$165.00
Snyder & Associates	Engineer svcs for 5 different projects	\$10,442.93
SRF	2015 Sewer Loan on 6/1/2020	\$12,025.50
SWIPCO	Membership dues	\$596.00
Ted's Mower Sales & Service Inc	June statement	\$226.24
Verizon Wireless	Phone service for 6/26/2020-7/25/2020	\$164.86
Wellmark	Annual administration fee	\$200.00
	Sub-total	\$103,381.75
June payroll	June 2020 payroll	\$13,101.98
	Total	\$116,483.73

**Reports:**

Fire/Rescue Department: 158 runs for the year.

Mayor: Golf Carts.

Clerk: Balance Adjustment Approval: Pingel moved, Madsen seconded to approve the balance adjustment. Motion carried 4-0. Municipal Professional Institute July 20-24 and July 27-29 then Municipal Leadership Academy July 29-July 31, all virtual online due to Covid-19.

Maintenance: Driver Plumbing installed a new pipe and check valve below the water line at Lift Station #2 on Wednesday, 7/1/2020. Public Works has not had to prime the Lift Station 2 pumps since the installation. E-Coli sampling 5 times the month of July. NE Salt and Grain delivered the salt on Monday 7/6 for preparedness for winter. Electric Pump completed the annual service agreement on all six (6) pumps at all three (3) lift stations on Tuesday, 6/30/2020.

Economic Development: Old City Hall Rental: There has been some interest and tours done for possible business rental but no commitment from citizens to continue to pursue as of yet.

Finance: Audit will be scheduled in August or September.

Personnel: None.

Streets: Committee to get together to finalize proposed changes to ordinance by resolution.

Sewer/Water: Lift Station 1 project has made significant headway after 1.5 weeks that began on 6/29/2020.

Cemetery: None.

Code Compliance: None.

Parks: None.

**Closed Session pursuant to IA code section 21.5(j): To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Did not go into Closed Session.**

**Possible Action from Closed Session:** No action taken.

**Adjournment:** Madsen moved, Pingel seconded to adjourn the meeting. Motion carried 4-0. Mayor Bardsley adjourned the meeting at 8:39 p.m.

*These minutes are as reported by the City Clerk/Administrator 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 Administrator/Clerk