

**UNDERWOOD CITY COUNCIL
REGULAR MEETING MINUTES
Tuesday, September 8, 2020**

Call to Order: Mayor Dennis Bardsley called the Regular Council meeting to order on Tuesday, September 8, 2020 at 6:01 p.m.

Roll Call: Madsen, Tiarks, Dose. Absent: Pingel. Also in attendance: Royce Forbush, Andrew and Sabrina Simonsen, Sorlien.

Pledge of Allegiance: The Pledge was recited by all.

Approval of Agenda: *If any board member has a conflict of interest with any agenda items, please state your conflict of interest now. Madsen stated a conflict of interest under one application for Housing Program and will abstain from voting on that item.

Tiarks moved, Dose seconded to approve the agenda. Motion carried 3-0.

Approval of Minutes: Tiarks moved, Dose seconded to approve the minutes of August 11, 2020 Regular Council Meeting. Motion carried 3-0.

Public Forum: There were no comments or information sent to City Hall or City staff, nor anyone present to bring up any issues during the public forum.

Appointment for City Council Vacancy Position: Madsen moved, Tiarks seconded to appoint Royce Forbush to the city council vacant position that was held by Robinson. Motion carried 3-0. The position will be up for a 2-year term in November 2021 election.

Oath of Office for Appointed City Council Member: Mayor Dennis Bardsley led the Oath of Office for Royce Forbush, who accepted the Oath of Office.

Second Reading for Proposed Irrigation Meter Ordinance Changes: There were no letters or phone calls provided to City Hall, nor any council members, regarding the proposed irrigation meter ordinance changes. Madsen moved, Tiarks seconded to approve the second reading. Motion carried 4-0.

Housing Program Request for Down Payment Assistance: Tiarks moved, Madsen seconded to approve the Housing Program request, pending the appraisal meets all criteria. Motion carried 4-0. The second application did not have all the information required, so there was no action taken.

Old City Hall Rental Request: No action taken as potential renter unable to attend.

Lift Station #1 (Location: 625 Highway) Partial Payment #3 Request: Tiarks moved, Madsen seconded to approve Lift Station #1 Partial Payment #3 Request in the amount of \$186,532.50 to McCarthy

Alcoholic Beverage Liquor License Renewal Request – Los Tiacos LLC: Madsen moved, Tiarks seconded to approve the liquor license renewal with outside service, for Los Tiacos LLC. Motion carried 4-0.

Street Salt/Sander for Road Use: Madsen moved, Tiarks seconded to table to research more options. Motion carried 4-0. Madsen stated he would assist to do additional research.

Road Mower Attachment for Tractor: The city tractor does not have the capability to do a boom mower. Discussion on rear disc mowers and sickle bars and review of quotes received. Dose moved, Tiarks seconded to authorize Mayor Dennis Bardsley to purchase a used sickle mower with a 3-point hitch for a maximum of \$2,500.00. Motion carried 4-0.

Insurance Flood Quotes for 625 Highway Avenue: Tiarks moved, Madsen seconded to submit to FEMA the lift station project and table the flood insurance for further review. Motion carried 4-0.

Review and Approval of Bobcat Rollover Program: Madsen moved, Tiarks seconded to proceed with the bobcat rollover to trade to S590 to a T66 T4 Bobcat Compact Track Loader for \$17,220.67. Motion carried 4-0.

Approval of Max I Walker Contract: Tiarks moved, Madsen seconded to approve the Max I Walker 3-year contract. Motion carried 4-0.

Final Payment Mosquito Creek Streambank-Retainage: Dose moved, Tiarks seconded to approve Final Payment for Mosquito Creek Streambank. Motion carried 4-0.

Balance Adjustment Approval: Tiarks moved, Madsen seconded to approve the balance adjustment. Motion carried 4-0.

Change Order Request #1 Lift Station 1: No change order is necessary as per MER Engineering the contract with McCarthy does not include new services. The first 100 feet is free and the rest to be paid by the City of Underwood. Madsen moved, Forbush seconded to request new natural gas service line by MidAmerican Energy which estimated is \$6,500.00 to \$7,000.00 for the new Lift Station #1 and approve for the Sewer Committee to determine with MidAmerican the location of the new natural gas service line. Motion carried 4-0.

Storage Shed Furnace: Madsen moved, Tiarks seconded to approve to get natural gas service to the Storage Shed building at 625 Highway Street. Motion carried 4-0.

Electrical and Repair at Lagoon Flowmeter Stations: Madsen moved, Dose seconded to spend up to \$500.00 and utilize repurposed materials for lifting the height of both lagoon outbuildings for safety and place the 4 x 4 posts in cement, and public works to move forward with the electrical as much as they can perform and that the Sewer Committee re-assess any additional items for approval. Motion carried 4-0.

Approve Road Cement Work Repair on Curb and Gutter within city limits: Dose moved, Madsen seconded to table cement curb and gutter additional projects until Spring 2021. Motion carried 4-0.

Storm Water Drainage – 3rd to Highway: Tiarks moved, Madsen seconded to proceed with pursuing easements in 3 of the 4 properties from 3rd to Highway Street with Snyder and Associates Engineering company and Underwood City Attorney-Matt Woods. Motion carried 4-0.

Consent Agenda and Claims: Tiarks moved, Dose seconded to approve the consent agenda. Motion carried 4-0. Agriland FS-\$366.17, Casey Baragary-\$600.00, Computer Systems-\$601.25, Daily Non Pareil-\$302.01, Great America Fin. Svcs-\$114.50, Iron Mountain-\$82.47, Laser Pro-\$110.38, MidAmerican Energy-\$2723.35, United Health Care-\$2537.87, United Healthcare-\$2819.86, Dearborn-\$219.39, Wellmark-\$279.19, US Postmaster-\$72.45, EFTPS-\$2588.80, IPERS-\$1902.09, US Bank VISA-\$1376.09, Troy Fink-\$292.50, Dave's Total Concrete-\$3000.00

CLAIMS FOR COUNCIL APPROVAL

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Agriland FS	Fuel for August 2020	\$515.01
Bobcat	3400 UTV LE CAB HEAT STOCK # B26669 & SERIAL # B3FL19776	\$14,500.00
Bomgaars	Garden hose, weed killer, pump, fuel, handgun for sprayer	\$356.92
Casey Baragary	Operator by Affidavit services for August 2020	\$600.00
Council Bluffs Fire Department	ALS Tier on 8/14/2020 & 8/29/2020	\$200.00
Counsel	Contract base rate charge (8/26/20-9/25/20) and contract clicks charge (7/26/20-8/25/20)	\$39.12
D.A. Davidson & Company	Municipal Advisor Services for Sewer Revenue SRF Loan, dated June 6, 2020	\$8,000.00
Daily Nonpareil	Publishing August 11, 2020 Regular Meeting Minutes and Notice of Council Vacancy by Appointment	\$123.77
Dave Lyon Repair & Towing	Battery for Ford 550	\$155.95
Diamond Vogel	Yellow, white, and blue paint	\$389.75
Electric Pump	LS#3 - Service call and 2 floats	\$418.85
IMWCA	Installment 3 - Work Comp Prem 20-21	\$664.00
Iowa One Call	1 voice notice & 34 email notices	\$31.60
Iowa Prison Industries	Slow Children & Speed Limit signs	\$285.29
Iron Mountain	July 2020 Invoice charge updated	\$1.51
JDW Midwest	August 2020 building permits	\$250.00
Marne Elk Horn	Phone svc Sept 2020, long distance for Aug 2020	\$183.20
Max I Walker	Rug change outs on 8/12/2020 & 8/26/2020	\$43.32
Menards	Pothole patch, 2 trash cans	\$251.43
MER Engineering	Engineering SVCS through July 2020	\$6,993.50
Midwest Laboratories	Wastewater lagoon testing for August 2020	\$717.50

Midwest United Firemen	30 firemen @ \$1.25	\$37.50
Payless Office Products	Touch free dispensers/sanitizers, disinfecting wipes, 1 box of N95 masks	\$237.68
Quick Med Claims (EMS)	Ground trips and revenue	\$93.50
Regional Water	Water usage for August 2020 & activation fee for new LS	\$348.00
Snyder & Associates	Professional SVCS for Wastewater Treatment, Streambank Stabilization, & Drainage Easement	\$8,927.70
Underwood Farm Supply	Weed control supplies for sprayer	\$103.81
United Healthcare	Health Insurance for September 2020	\$3,205.04
Verizon Wireless	Phone service for 7/26/2020-8/25/2020	\$172.50
West Central Roofing Inc	Replace damaged downspouts and seal gutter seams for Fire-Rescue Department	\$850.00
	Sub-total	\$48,696.45
August payroll	August 2020 payroll	\$12,092.11
	Total	\$60,788.56

Reports:

Fire/Rescue Department: FEMA Go Grant approved for SBCA air packs.

Mayor: Nothing additional.

Clerk: Discussion on deferral of taxes before the end of year, but smaller paychecks next year. Decided to not offer deferral of taxes to city staff at this time due to larger amounts taken out in early 2021. Council agreed with decision. The Iowa Traffic Engineering Assistance Program (TEAP) was assigned by Iowa DOT late June 2020 to HR Green Engineer and IDOT provided HR Green notice on 8/28/2020. City administrator has been in contact with HR Green, who will try to get an introductory meeting set up within the next 6-8 weeks. Animal Control no reports. Pott County Sheriff report distributed for review.

Maintenance: Council directed Mayor and City Administrator to utilize maintenance work orders for jobs.

Economic Development: Discussion above.

Finance: The audit is scheduled for next week 9/14-9/18/2020.

Personnel: Nothing.

Streets: The sidewalk cement repair and the curb/gutter repair were repaired Thursday, 8/27/2020. Will keep on list for spring any other projects for review.

Sewer/Water: The anticipated date for Electric Pump to go live with new station is currently Wednesday, 10/7/2020. That may change dependent on natural gas.

Cemetery: Nothing.

Code Compliance: Nothing.

Parks: Nothing.

Adjournment: Madsen moved, Forbush seconded to adjourn the meeting. Motion carried 4-0. Mayor Dennis Bardsley adjourned the meeting at 8:30 p.m.

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

Dennis Bardsley, Mayor

(attest) Cindy Sorlien, City Administrator/Clerk