

**UNDERWOOD CITY COUNCIL-REGULAR MEETING MINUTES**  
**Wednesday, December 9, 2020**

**Call to Order:** Mayor Pro Tem Bob Dose called the Regular Council Meeting to order on Wednesday, December 9, 2020 at 6 p.m.

**Roll Call:** Tiarks, Pingel, Madsen. Absent: Bardsley, Forbush. Also in attendance: Sorlien, Godwin.

**Pledge of Allegiance:** Recited by all.

**Approval of Agenda:** No City Council member stated a conflict of interest with any agenda items. Pingel moved, Tiarks seconded to approve the agenda. Motion carried 3-0.

**Approval of Minutes:** Tiarks moved, Madsen seconded to approve November 17, 2020 Regular Council Meeting minutes and the Tuesday, November 24, 2020 Special Council Meeting minutes. Motion carried 3-0.

**Public Forum:** There were no emails or phone calls received by City Hall. No public present.

**Public Hearing for the proposed new Code of Ordinances:** Pingel moved, Tiarks seconded to open the public hearing. Motion carried. Mayor Pro Tem Dose opened the public hearing at 6:02 p.m. No public present for the hearing. Pingel moved, Madsen seconded to close the public hearing. Motion carried 3-0. Mayor Pro Tem Dose closed the public hearing at 6:03 p.m.

**First Reading Adopting the Code of Ordinances of the City of Underwood, Iowa and Waive 2<sup>nd</sup> & 3<sup>rd</sup>**

**Reading:** Pingel moved, Tiarks seconded to approve the first reading of adopting the code of ordinances. Motion carried 3-0. Pingel moved, Tiarks seconded to waive the second and third reading and adopt the code of ordinances. Motion carried 3-0.

**Watershed Quality Initiative Stormwater-Bioswale Project Design 60%:** Jeff Godwin, Engineer, via phone gave an update on the project design at 60% for the stormwater-bioswale project that was submitted to DNR. No action taken. Godwin left the meeting via phone at 6:12 p.m.

**Lift Station #1 Partial Payment #5:** Tiarks moved, Madsen seconded to approve Lift Station #1-Partial Payment #5 in the amount of \$33,725.00, contingent on the trash basket to be made “un-modified” to match to the shop drawing by MER Engineering. Motion carried 3-0.

**Change Order #2 - Lift Station #1:** Madsen moved, Pingel seconded to pay half (\$850.00) of Change Order #2. Motion carried 3-0.

**Annual Service agreement on Lift Stations #1 and #3 Emergency Generators:** Pingel moved, Madsen seconded to approve the Annual Service agreement for Lift Station #3 and for the first service to begin immediately, and for the Annual Service Agreement for Lift Station #1 to start after the one-year warranty in October 2021. Motion carried 3-0.

**Set Hearing Date for the Sum of the Proposed Maximum Property Tax Dollars Hearing:** Pingel moved, Tiarks seconded to set the public hearing date for the sum of the proposed maximum property tax dollars for Wednesday, January 13, 2020, at 6 p.m. Motion carried 3-0.

**Approve Deputy Clerk Hire:** Pingel moved, Madsen seconded to approve the hire of Amie Meador as the Deputy Clerk. Motion carried 3-0.

**Cleaning Service for City Hall:** Pingel moved, Madsen seconded to table. Motion carried 3-0.

**Consent Agenda and Claims:** Secretary of State-Iowa-\$30.00, US Postmaster-\$81.55, Iowa Finance Authority-\$3,733.34, Dearborn-\$219.39

Annie Goeser	Cleaning July 2020 through December 2020	\$825.00
Bomgaars	Trailer Coupler lock, paper towels	\$87.92
Casey Baragary	Operator by Affidavit services for November 2020	\$600.00
CNA Surety Bond	Western Surety (council bond)	\$244.00
Council Bluffs Fire Dept	ALS Tier	\$100.00
Counsel Office and Document	Contract base rate charge (11/26/20-12/25/20) and contract clicks charge (10/26/20-11/25/20)	\$74.40
Daily Nonpareil	Publish meeting minutes and public hearing	\$181.11
Dearborn	Life Insurance December 2020-February 2021	\$219.39
Dorsey & Whitney	Legal services - Mosquito Creek/Watershed	\$5,000.00
EP Electric Pump	LS #1 SERVICE CALL 11/18/20	\$263.85

Quick Med Claims (EMS)	Ground trips and revenue	\$37.95
Great American Fin. Svcs.	Lease RICOH MPC3004EX Copier monthly charge	\$114.50
IMWCA	Worker Comp Premium Installment #6- 20-21	\$664.00
Iowa Rural Water Association	Dues for CYE 2021	\$225.00
Life Assist	Gloves, masks, tourniquet	\$461.78
Marne Elk Horn	December 2020 Phone/Fax	\$213.61
Max I. Walker	Blue Grey Mat Change Out - 11/18 and 12/2/2020	\$43.32
Midwest United Benefit	Benefit - 30 firemen @ \$1.25 each	\$37.50
MTS/M&K Mills	Monthly Trash Service - October 2020	\$3,474.00
NAPA	glass cleaner/paper towels	\$17.96
Pay Less	Disinfectant	\$29.95
Regional Water	Water for November 2020	\$165.00
Sam's Club	Paper towels	\$12.90
United Healthcare	December 2020 insurance	\$3,205.04
Verizon Wireless	Phone service for 10/26/2020-11/25/2020	\$170.51
	Sub-total	\$16,468.69
November	November 2020 Payroll	\$12,149.24
	Total	\$28,617.93

**Reports:**

Fire/Rescue Department: 227 runs for the year

Mayor: Nothing

Clerk: Treasurer's Report, Training new deputy clerk

Maintenance: Dialers on all Lift Stations, Mulberry and 4<sup>th</sup> gravel worked on with road equipment

Economic Development: None

Finance: None

Personnel: None

Streets: Public Works staff working on cleaning up leaves in street and gutters

Sewer/Water: None

Cemetery: Follow up on possible animal burrowing

Code Compliance: None

Parks: Park bathroom will need to be fixed next spring

**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.

**Possible Action from Closed Session:** Did not go into closed session. No action taken.

**Adjournment:** Tiarks moved, Pingel seconded to adjourn the meeting. Motion carried 3-0. Mayor Pro Tem Dose adjourned the meeting at 7:00 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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Bob Dose, Mayor Pro Tem

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(attest) Cindy Sorlien, City Administrator/Clerk