

REGULAR MEETING OF UNDERWOOD CITY COUNCIL
CITY HALL – 218 SECOND STREET
Tuesday, July 11, 2017– 7:00 P.M.
MINUTES

Mayor Pro Tem Bob Dose called the meeting to order at 7:00pm. Present were Erwin, Pingel, Wahle, Freuck, and Dose. Also present were Willard and Goehring, Toni Talbert from MER and Alan Hedegaard from Shiloh Properties. Absent was Mayor Bardsley. All participate in Pledge of Allegiance.

Motion to approve agenda made by Erwin with Pingel second. All aye, motion carried 5-0.

Motion to approve minutes of meetings on June 6th and June 13th made by Erwin with Freuck second. All aye, motion carried 5-0.

No public present for public forum.

Council discussed bid from Access Systems for phone and copier needs. Motion to table the bid and receive more bids made by Erwin with Pingel second. All aye, motion carried 5-0.

Sewer Shut-off Valves: Willard discussed shut off valves installed recently and cost. Erwin motioned to charge all homeowners the same amount of \$950.00. Pingel suggested a resolution setting a maximum amount charged to homeowners for shut off valves in the future. Pingel seconded Erwins motion. All aye, motion carried 5-0.

Motion to approve Resolution 17-07-01: Resolution Setting Date for a Public Hearing on Designation of the Fieldcrest Phase 2 Urban Renewal Area and on Urban Renewal Plan and Project made by Pingel with Erwin second. All aye, motion carried 5-0.

MER Engineering: Toni Talbert from MER Engineering discussed updates on proceeding with lagoon, sump pumps, and I & I plan. Toni mentioned the City needs to watch the monthly reports for 12 months to gather appropriate data.

Radio Advertising: Willard discussed being approached by KNOD radio for advertising. Pingel motioned to approve advertising 5 ads for \$55.00 during Westfair with Freuck second. All aye, motion carried 5-0.

City Hall Cleaning Bids: Willard discussed needing cleaning personnel for City Hall and received permission to place ad in Gazette and contact people in town to accept bids.

625 Highway Home Rental: Council was requested to discuss rental of home on City property. Council declined to rent home.

Street Patch: Pingel motioned to allow clerk to pay remainder of bill to T & K Flatwork Inc with Erwin second. All aye, motion carried 5-0.

Trail Grants: Willard updated Council on grants applied for and upcoming.

G.O. Bond: Willard discussed bank proposals submitted for the purchase of property at 625 Highway Street. Council will meet Tuesday, July 18 to set public hearing.

PeopleService: Willard discussed information requested at last council meeting. Item tabled.

Bids for Election 2017: Willard discussed details on upcoming election.

Iowa DOT Grade Crossing Program: Goehring discussed update on railroad repairs on Magnolia.

2017 Committees Schedule: Willard presented schedule for committees to meet

Annual Pay Increase Proposal: Pingel motioned to send proposal to the personnel committee with Freuck second. Dose reminded Council that the recent handbook approval included 3 additional paid holidays.

Consent Agenda: Pingel mosed to approve consent agenda and claims with Freuck second. All aye, motion carried 5-0. Lea Voss (306.04), US Post Master (111.86), American Nat'l Bank (621.59), Jackie Masker (299.99), Jodi Meyers (299.99), Dave Powell (1300.00), Menards (1709.49), Driver Sewer & Water (12617.00), Reuters (1042.43), IMWCA (1584.00), League of Cities dues (756.00), Jetco (639.70), Snyder & Assoc (3200.00), T & K Flatwork (20374.00), Underwood Farm Supply (276.52), US Bank Visa (1629.77), USA Bluebook (794.67), Wellmark (2828.09), Claims:

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Pott County Animal Control	Jan - June services	\$1,353.00
MidAmerican	energy services	\$2,435.40
Gazette	publications	\$32.47
Life Assist	EMS supplies	\$135.29
Jinny Bardsley	reimbursement	\$57.99
Denny Bardsley	travel reimbursement	\$308.37
Salvo Contracting	City hall, lagoon, and HAP	\$2,384.32
Utilities Service Group	4th Ave repair	\$881.55
Jim Pingel	reimbursement	\$1,123.48
laCMA	membership	\$120.00
Agriland	fuel and oil	\$286.49
Bomgaars	tools	\$169.19
CB Online	online services	\$90.00
DiCenzo Painting	City hall paint	\$3,200.00
Des Moines Stamp	address stamp	\$37.55
EMS	billing services	\$200.60
Ideal Water	water	\$18.10
Iron Mountain	shred services	\$94.22
Max I Walker	rug services	\$77.40
Menards	City Hall, Fire station	\$1,622.19
Mr Ed's Flag Pol	flags	\$175.00
People Service	samples	\$200.00
Quill	office supplies	\$219.73
Regional Water	water services	\$200.00
Reading Equipment & Dist	Snow Removal Parts	\$1,054.18
Underwood Farm Supply	chemicals	\$147.29
May gross payroll		\$10,475.40
	total	\$25,746.21

Reports:

A. Fire/Rescue Department: 155 runs for the year, will help with pancake benefit for Mark Burbridge, have been asked to help at Westfair track events.

B. Mayor: none

C. Clerk: WIDA Attendee July 13 @ Oakland, CITIES meeting July 20 at McClelland, Appreciation from Post Prom, IPERS Compliance Review, request of information from resident.

D. Maintenance: none

E. Council Committees:

Economic Development: none

Finance: Audit scheduled week of Aug 28th

Personnel: Temp. Employee hired, committee met 6/22

Streets: committee met 6/20

Sewer: none

Cemetery: none

Water: none

Code Compliance: none

Parks: Erwin noted the mulch looked good for the parade.

Closed Session pursuant to IA code section 21.5(i): Tabled pending personnel committee meeting.

Pingel motioned to adjourn with Erwin second. All aye, motion carried 5-0. Adjournment at 8:31pm.

Dennis Bardsley, Mayor

(attest) Jill Willard, City Clerk