

REGULAR MEETING OF UNDERWOOD CITY COUNCIL
CITY HALL – 218 SECOND STREET
Tuesday, September 12, 2017 – 7:00 P.M.
MINUTES

Mayor Bardsley call to order at 7:03pm. Present were Wahle, Dose, Freuck, and Erwin. Also present were Willard and Bauer. All participate in the Pledge of Allegiance.

Freuck moved to approve the agenda with Erwin second. All aye, motion carried 4-0.

Erwin moved to approve the minutes of August 8, August 22, August 29 with Freuck second. All aye, motion carried 4-0.

No public present for forum.

Erwin asked if all bids received were presented. Willard responded agreeably and discussed cleaning bids received for City Hall.

Erwin moved to offer cleaning contract to Anna Katzer with Freuck second. All aye, motion carried 4-0. Bardsley suggested beginning the contract for the current City Hall building, and not waiting for the new City Hall to be ready. Willard agreed.

Willard recapped a Council discussion regarding the sewer shut-off installation for residents identified as habitually delinquent on the sewer billing. Willard discussed that two of the three residents with shut-offs installed this spring are contesting the cost assessed to them, and the reasoning for each. Council discussed the Ordinances and procedures. Willard agreed and asked Council how to proceed regarding payment of the sewer shut-off valves. Freuck motioned to assess the cost of the sewer shut-off installation to the resident / homeowner with Erwin second. All aye, motion carried 4-0.

Willard discussed the phone and copier bids received. Council agreed to continue contract with Counsel. Freuck motioned to continue contract for copier services with Counsel with Wahle second. All aye, motion carried 4-0. Council questioned why there was such a large difference in cost for the phone bids. Willard will look into the phone systems and report the discrepancy at the next Council meeting.

Motion to table Life Insurance discussion made by Dose with Freuck second. All aye, motion tabled 4-0.

Bardsley discussed an incident with a speeder in the City and the need for speed deterrents such as increased deputy presence, signs, bumps, and radar. Willard discussed current signs and the option to add flags or other items to discourage speeding vehicles, especially through neighborhoods where young children could be in danger.

Willard asked Council for permission to have pedestrian crosswalks repainted crossing at Highway 191 at 3rd Street and at North Street. Freuck suggested looking into Pedestrian Crossing signs as well. Freuck made a motion to repaint pedestrian crossings at discussed locations with Erwin second. All aye, motion carried 4-0.

Bardsley discussed with Council the closed sewer account and hardship of a former resident. Willard asked permission to write-off the small debt, which is allowable in the budget. Erwin motioned to approve the write-off of the debt with Freuck second. All aye, motion carried 4-0.

Willard discussed the updates needed to the City Code of Ordinances. Codification is scheduled for next year. Freuck mentioned it might be best to wait a few months and update the Code in its entirety instead of just a few now and again in later. Item dies due to lack of motion.

Bauer discussed the potential purchase of a flow meter device which could be installed on one lift station, which would eliminate human error in reading the meters and increase efficiency for use of time, including reducing the need for holiday paid work. Council discusses costs, trends, and benefits of the meter. Bauer will find more information. Willard will look into cost estimate. Willard also discussed making improvements on the building at the lagoon to include covering the meter. Bauer discussed the details of the structure as well.

Willard discussed the need to install a diesel fuel meter on the tank at the shop. Council discussed the meter functions features.

Willard stated the meter was to be installed with the tank, however it never was. Meter will be installed to create better track the diesel used in city equipment.

Erwin stated the cemetery headstones are not in clean rows, and some monuments are leaning and need to be repaired. Willard will check the budget for cemetery and Bauer will call for quotes.

Willard presented an old item of a new City Hall sign for the new City Hall building. Freuck mentioned he would like to see a two-sided sign instead of a mounted sign on the building. Dose agreed.

Bauer updated Council on the Bobcat upgrade which is due, and compared the different options and cost projections. Freuck motions to renew the lease on the current Bobcat machine with Dose second. All aye, motion carried 4-0.

Erwin motions to approve consent agenda & claims with Freuck second. All aye, motion carried 4-0. Agriland (718.37), CenturyLink (357.86), Computer Systems, Inc (470.00), Counsel (135.13), Dearborn (197.62), Ideal (9.10), IMWCA (678.00), Max I Walker (51.60), Menards (361.82), MidAmerican Energy (2956.60), People Service (200.00), Regional Water (120.00), US Bank Visa (433.29), Walnut Communications (10.00), M & K Mills (3915.00), Claims:

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Travis Bauer	reimbursement	\$13.49
Barco	signs	\$187.30
CB Online	web hosting	\$90.00
Dave Lyon Repair	Fire maintenance	\$141.30
EMS	rescue billing	\$493.39
First Wireless	equipment	\$2,273.24
Gazette	publications	\$323.83
Iowa Western CC	education	\$45.00
Jennie Edmunson	rescue supplies	\$631.90
Life Assist	rescue operations	\$961.85
M & K Mills	garbage service	\$3,927.50
Muxfeldt & Assoc	audit service (50%)	\$3,000.00
Plains Equipment	Fire repairs (gator)	\$72.30
Logan Contractors	sealant	\$398.68
JAS Pacific	inspections	\$386.25
Pierce Communications	wiring at new City Hall	\$2,495.12
RVS Software	maintenance and updates	\$802.00
Snyder & Assoc	street patching (Highway)	\$370.00
Salvo Contracting	park	\$398.00
Todco Barricade	sign, stands and message board	\$538.80
USA Bluebook	chemicals	\$311.70
Verizon	phone service	\$141.31
Jill Willard	reimbursement	\$110.22
August gross payroll		\$16,732.45
	total	\$34,845.63

Reports:

Fire/Rescue Department: 200 runs for the year. Annual fire supper scheduled for October 1, 2017, 5:00-7:30pm

Mayor: Elections for mayor and Council are upcoming, interested parties must submit their papers. Mayor Bardsley ready the Constitution Week Proclamation.

Clerk: Complaints received are discussed, IPERS for newly elected officials, Election reminder with papers due at City Hall on Sept 21st at 5:00pm, upcoming conferences for clerk, and the MAPA 50th Celebration with needs an RSVP.

Maintenance: Bauer discussed manhole needing repair.

Council Committees:

Economic Development: discussion of the need for an inspection of the building on Main Street, Willard will schedule.

Finance: Clerk Report and Audit discussed.

Personnel: Discussion of position and Committee will arrange a meeting.

Streets: none

Sewer: none

Cemetery: none

Water: Hydrants will be painted by Regional Water this fall.

Code Compliance: Civil Litigation update on compliance issue.

Parks: none

Motion to adjourn made by Erwin with Freuck second. All aye, motion carried 4-0. Adjournment at 9:19pm.