

**REGULAR MEETING OF UNDERWOOD CITY COUNCIL**  
**CITY HALL – 218 SECOND STREET**  
**Tuesday, November 14, 2017– 7:00 P.M.**  
**MINUTES**

Mayor Bardsley called the meeting to order at 7:00pm. Present were Erwin, Freuck, Dose and Willard. Public present were Dale Robertson, JW Tiarks, Eldon Rossow, Toni Tabbert, Caitlyn Colter, and Hunter Valdez. Pingel and Wahle arrive late at 7:17pm. All participate in the Pledge of Allegiance.

Motion to approve the agenda made by Erwin with Freuck second. All aye. Motion carried 3-0.

Motion to approve minutes from October 10, 2017 made by Freuck with Dose second. All aye. Motion carried 3-0.

Public Forum: Robertson requests agendas be posted online previous to meetings. Willard stated agendas are normally posted online, however was not this month. Robertson asked for communication to P & Z board following the June 5<sup>th</sup> meeting. Willard will follow up. Robertson suggests an email subscription of minutes to citizens who are interested in such service.

Willard presents that Friends of Underwood are planning for Junkwood 2018. Date of June 9, 2018 is set. Friends of Underwood group requests the City close Main Street as in the past. Motion by Erwin to close Main Street for Junkwood with Freuck second. All aye. Motion carried 3-0. Mayor Bardsley asks Council and public to thank Friends group on their hard work and community improvements with benches and planters through the City.

Eldon Rossow from MER Engineering presents DNR requirements according to the plan submitted previously to DNR. Plan states sewer lines are scheduled to be smoke tested this month. With new developments in sewer levels at lagoon after flow meter calibration, Eldon requests permission to delay the plan of action to determine actual sewer readings. Motion to allow MER proceed with requesting delay of the plan of action made by Erwin with Pingel second. All aye. Motion carried 5-0. Rossow also presents the NPDES permit is due to updates. Rossow discussed the requirements for the new permit to test for E.Coli and ammonia nitrate. City will proceed with testing through contracted People Service for this. Toni Tabbert requests information on the lift station update funding. Willard states no funding is secure yet. Rossow suggests bid letting in January / February.

Motion to approve liquor license BC0023 made by Erwin with Freuck second. All aye. Motion carried 5-0.

Motion to approve CB Public Library contract for 2018 made by Erwin with Freuck second. All aye. Motion carried 5-0.

Willard presents options for City Hall phones with updated estimates. Motion made to approve work with Pierce Communications made by Pingel with Freuck Second. All aye. Motion carried 5-0. Willard will notify vendor.

Bardsley discussed gravel road work completed recently and projects to complete looking ahead. Road Grader example for equipment to possibly purchase in the future to complete projects. Council discussed options of equipment and discussed lease / purchase options. Erwin volunteers to find more information.

Motion to approve Resolution 17-11-01: TIF Appropriation Agreement made by Pingel with Erwin second. All aye by roll call vote, motion carried 5-0.

Motion to approve Resolution 17-11-02: 2017 AFR made by Erwin with Dose second. All aye by roll call vote, motion carries 5-0.

Motion to approve Resolution 17-11-03: TIF Debt Certification made by Pingel with Erwin second. All aye by roll call vote, motion carries 5-0.

Motion to pre-approve Resolution 17-11-04: Urban Renewal Report made by Pingel with Freuck second. All aye by roll call vote, motion carried 5-0.

Motion to approve Consent Agenda & Claims made by Erwin with Freuck second. All aye, motion carried 5-0. Links Snacks (31,500.00), Wellmark (1820.26), US Bank VISA (1342.67), MidAmerican Energy (2287.61), CenturyLink (362.02), US Post Office (113.56) Claims:

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Barco	street sign bracket	\$53.15
CSI, Omaha	monthly support and part	\$506.00
Counsel	monthly services	\$147.47
Dorsey & Whitney	bond attorney fees	\$12,500.00
Daily Nonpareil	job advertisement	\$155.70
Agriland FS	fuel	\$635.85
Ideal	water service	\$18.10
Iowa Rural Water	membership dues	\$225.00
Iron Mountain	shred services	\$94.90
IMWCA	work comp and audit	\$1,512.00
Jenny Ed Pharmacy	supplies	\$10.17
JAS Pacific	building permits	\$719.16
M & K Mills	garbage service	\$3,952.50
Menards	supplies	\$1,594.26
Max I Walker	rugs	\$51.60
Midwest Benefit	fireman insurance	\$41.25
Muxfeldt and Assoc	Financial Audit	\$4,366.12
MES	Fire equipment	\$1,105.60
People Service	wastewater service	\$2,000.00
Regional Water	water service	\$120.00
RVS Software	envelopes	\$79.71
Schildberg	rock	\$333.52
USA BlueBook	sewer sample supplies	\$46.84
Verizon	phone services	\$135.88
Walnut Communications	Static IP Address	\$10.00
Salvo Contracting	electrical at New City Hall	\$165.57
Jill Willard	reimbursement	\$248.29
October Payroll		\$10,207.86
	total	\$41,036.50

Reports:

- A. Fire/Rescue Department: 246 runs for year, which is ahead of last year.
- B. Mayor: Bardsley asks Council again to remember to show gratitude to Friends group.
- C. Clerk: Willard presents financial report and makes statement to Council regarding Councilman's interruption of Clerk's projects. Encourages Council members to act with integrity.
- D. Maintenance: None.
- E. Council Committees:

Economic Development: Bardsley will meet with property owner and invites Council members to attend as well.

Finance: Willard updates Council on grant applications for trail.

Personnel: Bardsley updates Council on Personnel interviews.

Streets: Willard presents updates on sealing of Highway Street and patch on 4<sup>th</sup> Avenue.

Sewer: NPDES permit information presented by Willard again, Update on new lift station meter.

Cemetery: Pingel asked for progress update on Sondag Monument Co. Willard needs to consult with Works for update.

Water: None.

Code Compliance: Willard presents updates on files.

Parks: Parks are closed for the season.

Motion to approve resignation of Clerk made by Pingel with Freuck second. All aye, motion carried 5-0. Bardsley states outside publication of position can begin on November 17, 2017.

Motion to adjournment made by Erwin with Pingel second. All aye, motion carried 5-0. Adjournment at 8:29pm.

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Dennis Bardsley, Mayor

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(attest) Jill Willard, City Clerk