

REGULAR MEETING MINUTES OF UNDERWOOD CITY COUNCIL
Tuesday, August 14, 2018

Call to Order: The meeting was called to order by the Mayor pro tem, Bob Dose, at 7:01 p.m.

Roll Call: Freuck – Yes, Pingel – Yes, Erwin – Yes. Absent: Dennis Bardsley and JW Tiarks. Also present: Cindy Sorlien, Justin Mayabb. Public present: Dave Sturm (left 7:34 p.m.), Jeff Privia (left at 7:50 p.m.), Kelle Erwin (arrived at 7:09 p.m..)

Pledge of Allegiance: The Pledge of Allegiance was recited by all.

Approval of Agenda: Erwin moved, Pingel seconded to approve the agenda. All ayes. Motion carried 4-0.

Approval of Minutes: Freuck moved, Pingel seconded to approve the July 10 Regular Meeting minutes. All ayes. Motion carried 4-0.

Public Forum: Kelle Erwin dropped off a request for a fundraiser which was not needed after discussion.

Donation to U.M.B.A. for 4th of July Fireworks Approval: The \$1,000 donation was approved at a prior meeting.

Seasonal Maintenance Positions: Pingel moved and Freuck seconded to approve Dave Powel as a seasonal employee.

Public Works Assistant Position: Freuck moved and Erwin seconded to table this item. All ayes. Motion carried. Personnel committee will meet on Monday 8/20 at 6 p.m.

Deputy Clerk Position: Erwin moved and Dose seconded to hire Monica Sabin-Walsh at \$12.50 per hour, with an increase after 90 days to \$12.75 and at 6 months \$13.00. All ayes. Motion carried 4-0.

Economic Development Old City Hall: Pingel moved, Erwin seconded to approve rental of the property at 218 – 2nd Street, for downstairs only (not back office or back hallway, nor garage) for a 6-month lease at \$300/month + utilities paid by renter, with the option for a 1-year lease. All ayes. Motion carried 4-0.

Cemetery Information: Pingel moved, Erwin seconded to work with Sondag to use \$4,000 to ensure stones are properly placed for 2018 to include notifying families prior, if moving them is needed. All ayes. Motion carried 4-0.

City Nuisances: Discussion only.

Exterior Door Security: Freuck moved, Erwin seconded to table this item. All ayes. Motion carried 4-0.

Health Insurance Approval: Pingel moved, Freuck seconded to continue with Blue Cross Blue Shield Wellmark for renewal. All ayes. Motion carried 4-0.

Lift Station Control Panels: Freuck moved, Pingel seconded to approve Electric Pump's quote for repair of the control panel. All ayes. Motion carried 4-0.

Lift Station Monitoring System: Erwin moved, Pingel seconded to table this topic. All ayes. Motion carried 4-0.

Park Vandalism Equipment and Security: Pingel moved, Freuck seconded to table this and forward to the Parks Committee, with Council taking the Parks Committee recommendations. All ayes. Motion carried 4-0.

Street Projects: Dave Sturm, Snyder Associates, discussed with Council storm sewer projects. Freuck moved, Erwin seconded to direct Snyder & Associates to look at Phase 1 from 1st Avenue and North Street and Phase 2 of Trailhead and Milwaukee and bring the information back to council. All ayes. Motion carried 4-0.

Consent Agenda and Claims: US Postmaster - \$6.30, Century Link – \$382.04, Cindy Sorlien - \$336.96, Computer Systems Inc. - \$60.00, Counsel Office and Document - \$149.01, Data Technologies - \$1,321.22, IA Municipal Workers Comp Assn - \$661.00, JDW Midwest - \$1,586.93, Marne Elkhorn - \$10.00, Max I Walker - \$41.32, United Benefit Society, Inc. - \$42.50, Menards - \$154.68, MidAmerican Energy - \$2,708.87, Neola Gazette - \$156.74, Regional Water - \$150.00, Sam's Club Direct – \$1,155.47, Verizon Wireless - \$136.39

Pingel moved, Erwin seconded to pay all consent agenda and claims. All ayes. Motion carried 4-0.

CLAIMS FOR COUNCIL APPROVAL

14-Aug-18

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Computer Systems LLC	See Cyber Computer Internet Server, Backup, Security, Offsite Backup, Office 365	\$506.50
EMS Billing Services, Inc	EMS Billing Services and EFTs	\$205.89
G & T Services LLC	Rental of Portable Restrooms	\$150.00
Ideal Water	Water Cooler Rental July 2018 and 1 Water Bottle	\$18.10
IMFOA	Dialogue Workshop	\$65.00
Menards	Cleaning Supplies for City Hall, Mini Shredder	\$209.53
Midwest Laboratories	July 2018 Wastewater Treatment	\$747.43
MTS, Inc.	Trash Service July 2018 & extra cans	\$3,425.50
US Bank	Gateway Hotel & Conference Center - Training July 2018	\$433.76
USA Blue Book	Stencils-Straight Arrow, Curved Arrow, Handicap Symbol	\$364.28
July Gross Payroll	Staff	\$10,992.00
	Total	\$17,117.99

Reports:

- A Fire/Rescue Department: 148 runs this past month. Fire Supper will be held in September.
- B. Mayor: None.
- C. Clerk: Audit will be scheduled in the Fall 2018. Changeover in fund accounting software continues.
- D. Maintenance: Dirt pile is cleaned by the lagoon, trees trimmed up and some duckweed left. The tar machine is functioning, and will use the seal coat machine to re-paint the lines on 3rd Street.
- E. Council Committees:
 - a. Economic Development: Motion carried above.
 - b. Finance: Audit will be scheduled in the Fall 2018.
 - c. Personnel: Committee will meet next week.
 - d. Streets: Worked on striping.
 - e. Sewer: Snyder to follow through on designs for Phase 1 and Phase 2.
 - f. Cemetery: 3 signs were reviewed and committee will meet again.
 - g. Water: None.
 - h. Code Compliance: Nothing.
 - i. Parks: Addressed above.

Adjournment: Freuck moved, Pingel seconded to adjourn the meeting. Mayor pro tem, Bob Dose, adjourned the meeting at 9:23 p.m.