

## REGULAR MEETING MINUTES UNDERWOOD CITY COUNCIL-November 13, 2018

**Call to Order:** Mayor Dennis Bardsley called the meeting to order at 7 p.m.

**Roll Call:** Erwin – Yes, Dose – Yes, Madsen – Yes, Tiarks – Yes, Pingel – Yes. Also in attendance: Sorlien and Mayabb. Public Present: Eldon Rossow, Brittini Stephens-Yates, Mackenzie Shelton, Jackie Masker, Curtis Hoakison, Ashleigh Robinson, Sandy Redshaw, Dave Smith, Alan Hedegaard.

**Pledge of Allegiance:** It was recited by all.

**Approval of Agenda:** Erwin moved and Tiarks seconded to approve the agenda. All ayes. Motion carried 5-0.

**Approval of Minutes:** Erwin moved, Pingel seconded to approve the October 9–Regular Meeting minutes and the October 23-Special Meeting minutes. All ayes. Motion carried 5-0.

**Public Forum:** Alan Hedegaard spoke to discuss Fieldcrest Phase 2 and that he and Dave Smith (partner) are wanting to the city council to approve the certification of TIF debt for Fieldcrest Phase 2.

**Agriland Sewer Hook-up request (Curtis Hoakinson, Agriland):** Pingel moved to table Hoakinson’s request and allow Agriland to tie into their current septic system (no additional) until further research is completed, Madsen seconded. All ayes. Motion carried 5-0. Alan Hedegaard and Dave Smith left at 7:32 p.m.

**Friends of Underwood Christmas Lighting for City (Ashleigh Robinson and McKenzie Shelton):** Erwin moved, Pingel seconded to authorize Friends of Underwood to spend \$2500.00 for property piece at TS Bank (Friends of Underwood received approval from Gene Young at Treynor State Bank to decorate the empty lot.) All Ayes. Motion carried 5-0.

Chris Hoakinson left at 7:49 p.m. Sandy Redshaw, Jackie Masker, Ashleigh Robinson and Mackenzie Shelton left at 7:51 p.m.

**Sanitary Sewer Discussion and Action – MER Engineering (Eldon Rossow):** Pingel moved, Erwin seconded to go with the Intended Use Plan (IUP) with voltage upgrade to include both Main Lift Station and Jack Links Lift Station. All ayes. Motion carried 5-0. Tiarks moved, Pingel seconded to authorize Dennis Bardsley or Cindy Sorlien to sign the IUP. All ayes. Motion carried 5-0.

**Sanitary Lagoon Discussion and Action – MER Engineering (Eldon Rossow):** Erwin moved, Dose seconded to approve the Sewer Committee’s recommendation for City Staff to speak with DNR about extending the sampling period. All ayes. Motion carried 5-0. Eldon Rossow left at 8:13 p.m.

**Trails Path Decision and Action:** Madsen moved, Pingel seconded to table the storm sewer at North and 19-Railroad Highway. All ayes. Motion carried 5-0. Dose moved, Erwin seconded to table the Trails Path until the Trails Committee meets before the next regular meeting. All ayes. Motion carried 5-0.

**Cemetery Committee Recommendation:** Pingel moved, Dose seconded to approve the Cemetery Committee recommendation for the area at Fischer Cemetery for donated bench by Nancy Geise and children, with an affixed plaque on the seating back, in memory of Richard Geise, near the road on the cemetery. All ayes. Motion carried 5-0.

**Nominate Candidate for Iowa Rural Water Association Board of Directors:** Pingel moved, Erwin seconded to nominate Robert Dose for the Iowa Rural Water Association Board of Directors. All ayes. Motion carried 5-0.

**Municipal Advisor Agreement DA Davidson/Bond Attorney Dorsey and Whitney:** Pingel moved, Erwin seconded to secure DA Davidson as the Municipal Advisor for the city. All ayes. Motion carried 5-0. Pingel moved, Erwin seconded to remain with Dorsey & Whitney Bond attorneys for upcoming projects. All ayes. Motion carried 5-0.

**Home Rule Proclamation:** Pingel moved, Madsen seconded to adopt the Home Rule Proclamation. All Ayes. Motion carried 5-0.

**American National Bank Line of Credit Renewal:** Pingel moved, Erwin seconded to renew the American National Bank Line of Credit. All ayes. Motion carried 5-0.

**NLC Service Line Warranty Program (Endorsed by Iowa League of Cities):** Pingel moved, Tiarks seconded to table until city administrator completes further research. All ayes. Motion carried 5-0.

**Storage Rental Discussion (625 Highway Street) and Action:** Pingel moved, Madsen seconded to terminate storage rental contracts effective March 31, 2019, and send letters out in December to those who rent. All ayes. Motion carried 5-0.

**Resolution fund transfers:** Pingel moved, Erwin seconded to approve Resolutions 2018-11-01, 2018-11-02, 2018-11-03, 2018-11-04, and 2018-11-05, to make loan payments. All ayes. Motion carried 5-0.

**2018-11-01:** Make Loan payment to Banker’s Trust for principal and interest due of \$62,870.00.

**2018-11-02:** Make Loan payment to Banker’s Trust for principal and interest of \$56,556.25.

**2018-11-03:** Make Loan payment of \$16,921.50 for lift station payment to Treynor State Bank.

**2018-11-04:** Make Loan payment of \$2,089.36 to State Revolving Fund sewer loan payment.

**2018-11-05:** Transfer from Sewer fund savings to Checking Account to pay for Main Lift Station pump replacement of \$15,637.73 and also for Snyder & Associates Engineering fees for Main Lift Station for \$5,325.00.

**Approval of Resolutions:** Pingel moved, Tiarks seconded to approve Resolutions 2018-11-06, 2018-11-07, 2018-11-08, 2018-11-09, and 2018-11-10. All Ayes. Motion carried 5-0.

**2018-11-06:** Certify Annual Appropriation for Fieldcrest Phase 3

**2018-11-07:** Certify Annual Appropriation for Fieldcrest Phase 2

**2018-11-08:** Certify Annual Appropriation for Links Snacks

**2018-11-09:** Approve Urban Renewal Report FYE: 6/30/18

**2018-11-10:** Approve Annual Financial Report FYE: 6/30/18

**Consent Agenda and Claims:** Quill-\$44.29, Electric Pump-\$4800.00, Iowa One Call-\$23.40, Computer Systems-\$506.50, Counsel-\$7.44, US Bank VISA-\$41.15, ProTech-\$145.04, Sandry Fire Supply-\$911.03, Jennie Edmundson Hospital Pharmacy-\$549.03, Council Bluffs Fire Dept-\$200.00, First Wireless-\$558.55, Simmering-Cory-\$1500.00, Counsel - \$7.44, US Bank VISA - \$41.15, ProTech-\$9.20, Pottawattamie County Sheriff - \$16,047.52, MidAmerican energy - \$23180.81, Bomgaars - \$30.45, IPERS - \$1575.69 (Sept), Treasurer - \$2011.07 (Sept), IPERS - \$21.02 (Sept), IPERS - \$1923.33 (Oct), IPERS - \$57.63 (Oct), Treasurer – \$2423.99 (Oct 2018) Erwin moved, Dose seconded to approve all Consent Agenda and Claims. All ayes. Motion carried 5-0.

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Electric Pump*	Flygt Pump for Main Lift Station	\$15,637.73
Snyder & Associates*	2018 Street Improvements Construction Design Services - 15% Completed as of 9/30/2018	\$5,325.00
Agriland FS	Fuel	\$668.87
Applied Software	Import Program between Regional Water Software and Data Technologies for meter reads	\$1,000.00
Casey Baragary	Operator by Affidavit - October 2018	\$600.00
Century Link	Phone Bill for October 2018	\$402.08
Computer Systems	December 2018 Fees and Lenovo Tablet with Adapter	\$889.50
Council Bluffs Fire Department	11/2/18 & 11/11/2018 ALS Tier with Underwood Fire & Rescue	\$200.00
Counsel	Contract Copier	\$174.82
Data Technologies	Training for Clerk and Deputy Clerk, Summit Meter Reader, and Install Balance, Utility Billing ACH Module, Install/Train, Annual License Fee, Product Support Agreement	\$2,092.50
EMS Billing	Contracted Agreement for checks received at EMS and recorded for deposit	\$154.19
First Wireless	6 @ \$451.35, M6 Pager plus shipping & handling	\$2,726.61
IMWCA	Work Comp Premium 18-19 Install 5	\$661.00
JDW Midwest	October 2018 Building Permit Fees contracted Percentage Fee	\$5,016.51
LG Playground	1-Handle for Playground Equipment at Fire Dept.	\$168.00
Life Assist	Medical Supplies for Ambulance	\$430.67
Marne Elk Horn	Internet November 2018	\$10.00
Max I. Walker	Rugs for Sept/Oct 2018	\$41.32
Menards	Transmitter, Batteries, Connectors	\$151.98
Midwest United Firemen/United Benefit Society	Death Contributions for 34 Firemen	\$42.50
M and K Mills Service	Trash Service October 2018	\$3,368.00
Regional Water	Water for city buildings	\$120.00
Sam's Club	Binders and Binder Clips	\$283.02
SRF	Interest on Loan	\$2,089.36
Verizon Wireless	Monthly charges	\$167.62
Your Way Construction	Poured concrete for City Hall Flag Footing	\$150.00
October Gross Payroll	Staff	\$12,226.52
Total	*Request to move fm Sewer Savs- Bus Fund to US Chkng Acct to Pay	\$54,797.80

**Reports:**

Fire/Rescue Department: 207 runs

Mayor: Discussed economic development.

Clerk: SWICAA meeting hosting on 11/15/18, two separate letters to be reviewed by Matt Woods

Maintenance: PW Director passed wastewater exam and awaiting license. Mowing equipment has been serviced and put away for the winter. Snow equipment has been serviced and put into service.

Economic Development: Nothing new.

Finance: Council member will respond to the audit upon arrival.

Personnel: Deputy Clerk 90-day increase to take effect next pay period, as well as Public Works Director.

Streets: None.

Sewer: Sewer Committee met prior to the council meeting – 2 sewer loans over half paid.

Cemetery: Discussed above.

Water: Nothing.

Code Compliance: Ordinance numbers are doubled but will keep separate by date. Iowa Codification has received all new ordinances since last codification and one that was missed.

Parks: Fire Department Park is finally put back together with new replaced pieces.

**Adjournment:** Tiarks moved, Pingel seconded to adjourn. All ayes. Motion carried 5-0. Mayor Dennis Bardsley adjourned the meeting at 9:50 p.m. *These minutes are as reported by the City Clerk/Administrator and subject to approval at the next regular council meeting.*

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Dennis Bardsley, Mayor

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(attest) Cindy Sorlien, City Clerk/Administrator