

## UNDERWOOD CITY COUNCIL REGULAR MEETING MINUTES

Tuesday, December 11, 2018

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

**Roll Call:** Erwin, Pingel, Dose, Madsen, Tiarks. Also present: Mayabb and Sorlien. Public present: Eldon Rossow, Lance Rossow, Joey Churilla, Shalimar Mazetis.

**Pledge of Allegiance:** All participated in the Pledge of Allegiance.

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

**Approval of Minutes:** Pingel moved, Madsen seconded to approve the November 13 Regular Meeting minutes. All ayes. Motion carried 5-0.

**Public Forum:** Shalimar Mazetis introduced herself as working for the Rural Economic Development by Pottawattamie County Board of Supervisors. She stated she has a Master's degree and has a meeting secured with Jack Links in January but didn't know the date. Council and Mayor would like to know the date so the mayor at minimum attends as well.

**USDA Extended Agreement for Wildlife (Joey Churilla):** Erwin moved, Madsen seconded to table topic to the next meeting. All ayes. Motion carried 5-0.

**Sanitary Sewer and Lagoon Discussion and Action – MER Engineering (Eldon Rossow):** No action taken. Eldon and Lance Rossow left at 7:56 p.m.

**Railroad Highway Overlayment Summer 2019-Shoulders, Update Sidewalk Ramps at Crossings, Discussion and Action:** No action taken, need additional information.

**Wastewater Treatment Operations:** Pingel moved, Madsen seconded to retain Casey Baragary as a seasonal employee and pay \$50 per month for January and February 2019 for DNR MOR Reports. All ayes. Motion carried 5-0.

**Underwood High School Post Prom Donation Request:** Pingel moved, Erwin seconded to approve \$250 donation to Underwood 2019 Post Prom. All ayes. Motion carried 5-0.

**City Wide Garage Sale Date - Friends of Underwood Requests Date does not coincide with Junkwood:** Pingel moved, Erwin seconded to move the City Wide Garage Sale to 6/22/18. All ayes. Motion carried 5-0.

**Iowa Rural Water Association Community Membership Dues 1/1/19-12/31/19 and Voluntary Scholarship Donation Request:** Pingel moved, Erwin seconded to approve the 2019 dues for Iowa Community Membership. All ayes. Motion carried 5-0.

**Sewer Request by RLDS Church:** Pingel moved, Erwin seconded to stand by bill. All ayes. Motion carried 5-0.

**Treasurer Resignation and Temporary Appointment:** Madsen moved, Pingel seconded to accept with regrets, Lea Voss resignation. All ayes. Motion carried 5-0. Pingel moved, Erwin seconded to appoint JW Tiarks as temporary City of Underwood Treasurer at \$60/month. Tiarks abstained. Motion carried 4-0.

McKenzie Shelton arrived at 8:33 p.m. Ashleigh Robinson arrived at 8:37 p.m.

**Trails Committee Recommendation on Path and Action:** Tiarks moved, Madsen seconded to retain Snyder and Associates to survey along Railroad Highway corridor for right of way for trails path. All ayes. Motion carried 5-0.

**Friends of Underwood Junkwood Request Street Closures June 8, 2018, Dumpsters:** Erwin moved, Dose seconded to close Main Street and 2<sup>nd</sup> Avenue for Junkwood on 6/8/18, city to provide 2 dumpsters on 6/7/18. All ayes. Motion carried 5-0.

**Strategic Planning- Budget Workshop Worksheets and Set Workshop Date:** Set Budget Workshop dates for Wednesday 1/23/19 at 6 p.m., with another one tentatively if needed for Wednesday, 1/30/19 at 6 p.m. McKenzie Shelton and Shalimar Mazetis left at 8:48 p.m.

**Consent Agenda and Claims:** Life Assist-\$95.58, TS Bank - \$16,552.44, American National Bank-\$10,591.55, American National Bank - \$12,025.50, US Post Office-\$110.60, American National Bank LOC-\$250.00, Century Link-\$408.03, Cindy Sorlien-\$446.87, Computer Systems-\$20.00, Data Technologies-\$2015.00, Dearborn-\$153.40, Electric Pump-\$120.00, MidAmerican Energy-\$2382.42, Pottawattamie County Treasurer-\$1375.50, US Bank VISA-\$353.85, Wellmark-\$1982.76

Erwin moved, Tiarks seconded to approve the consent agenda and claims. All ayes. Motion carried 5-0.

<u>Business</u>	<u>Service</u>	<u>Amount</u>
Agriland FS	Fuel	\$1,195.42
Anna Katzer	Cleaning of City Hall	\$900.00
Barco Municipal Products	2 Lime Ripstop Jackets	\$100.00
Broeckelman & Associates	50% of Audited Financial Statements	\$3,100.00
C.N.A. Surety	Western Surety Company Bond Premium 1/17/19-1/17/20	\$250.00
Christmas Décor	Holiday Christmas Lighting Display for TS Bank Lot	\$2,239.74
Computer Systems	Monthly charge for back-up, 365, protection, service	\$506.50
Council Bluffs Fire Dept	12/4/18 ALS Tier with Underwood Fire/Rescue	\$100.00
Council Bluffs Online LLC	Hosting Dec 18 through -Feb 19 Website	\$90.00
Counsel Office & Document	Base Rate Charge, Click and Lease Charge	\$162.90
Dave Lyon Auto & Truck Repair	Winch out city staff during snow storm on Sunday 12/2/18	\$200.00
EMS Billing Services	Underwood Volunteer Ambulance	\$213.15
FLSCO Resources Inc	60' Boom Lift rental Christmas decorations on poles	\$300.00
Ideal Pure Water	October -November 2018 recurring charge	\$27.10
Iowa Municipalities Work Compensation	Work Comp Premium 18-19 - 6th Installment	\$661.00
Iowa One Call	Emails October-November 2018	\$20.70
Iron Mountain	Shredding Service	\$57.35
JDW Midwest	Contract Percentage Fee - Building Inspector	\$250.00
Marne Elkhorn	IP Static Address	\$10.00
Max I Walker	Rug Cleaning	\$61.98
Menards	Windshield wiper blades, batteries, garland, timers, camera	\$254.81
Municipal Emergency Services	Hybrid Gloves for Fire Department	\$1,355.27
Midwest Benefit Inc	Firemen Benefit December 2018	\$41.25
Midwest Laboratories	October -November 2018 lab testing	\$1,383.63
M and K Mills Tree Service Inc.	November Trash Service-284 and 17 Extra Cans	\$3,368.00
Neola Gazette	Publishing of meeting minutes/Annual Finance Report	\$410.89
Quill	Blue-1 year subscription for office supplies	\$49.00
Regional Water	Water for City buildings	\$120.00
Sandry Fire Supply	Hose Core 32' Blue	\$850.76
UPS	Weekly Charges for UPS Pickup	\$97.76
Verizon Wireless	Wireless Phone Bill Public Works Staff	\$172.63
Jack Links	TIF	\$12,313.95
Shiloh Properties	TIF	\$26,198.40
November Gross Payroll	Staff	\$12,080.88
	Total	\$69,143.07

**Reports:**

Fire/Rescue Department: Applying to Iowa West to replace thermal imaging equipment.

Mayor: EM meeting needs a volunteer for 12/20, Jim Pingel offered to attend.

Clerk: Pingel moved, Tiarks seconded to send the 2015 International Property Maintenance Code to the Planning and Zoning Committee. All ayes. Motion carried 5-0. Budget Workshops set for Wednesday 1/23/2019 - 6 p.m. and tentative 1/30/19 at 6 p.m.  
Maintenance: PW Director took the written CDL test and has driving test scheduled on the 19<sup>th</sup>. PW Assistant will take written test this week.

**Council Committees:**

Economic Development: City of Underwood 2019 Calendar of Events was discussed and reviewed. Clerk/Administrator will follow up on events.

Finance: Audit report not received to date.

Personnel: None.

Streets: None.

Sewer: None.

Cemetery: None.

Water: None.

Code Compliance: None.

Parks: The first annual lighting of the newly purchased Holiday Light Display between the City of Underwood and Friends of Underwood took place on Sunday, December 2. Thanks to the Friends of Underwood and Public Works Staff.

**Adjournment:** Pingel moved, Tiarks seconded to adjourn the meeting. All ayes. Motion carried 5-0. Mayor Dennis Bardsley adjourned the meeting at 9:35 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