

REGULAR MEETING OF UNDERWOOD CITY COUNCIL
CITY HALL – 218 SECOND STREET
Tuesday, April 4, 2017– 7:00 P.M.
MINUTES

Mayor Bardsley called the meeting to order at 7:02pm. Present were Pingel, Freuck, Dose, Wahle, and Erwin. Also present were Goehring and Willard. Public present were Ralph Medbourn, Kathleen Jensen, and Russ Mullin. All participate in the Pledge of Allegiance.

Motion to approve agenda made by Erwin with Freuck second. All aye, motion carried 5-0.

Motion to approve minutes from meeting on March 14th made by Dose with Erwin second. All aye, motion carried 5-0.

Public Forum: Ralph Medbourn addresses council regarding a tree near his property and asks the council for consideration regarding the cleanup of the tree.

Housing Assistance Project for 411 3rd Street: Homeowner recapped her request to Council from two months ago and asked for further assistance to update the electrical meter outside the home. Council requested further testing be complete to determine the exact problem before making a decision, and will revisit the issue next regular meeting.

3rd Street West: Goehring updated Council on the project description and estimated cost.

UMBA: Willard mentioned the City's donation to UMBA for July 4th fireworks last year of \$1,000.00. Pingel moved to donate the same this year with Freuck second. All aye, with Dose abstaining. Motion carried 4-0.

Board of Adjustments: Willard updated Council on Board of Adjustments meeting and determination on 4/3/17.

Rental Property / Apartment Inspection Codes: Pingel advises Council to adopt the 2015 International Codes for the City of Underwood, which were provided by the City Inspector. Council advises Willard to begin working to adopt code as Ordinance. Willard suggests the city consider codification in the near future.

Aerial of Underwood: Bardsley and Erwin updated Council on the project which is tentatively scheduled for later this year.

Approval to Purchase Aerator: Goehring presented quote for purchasing an aerator to be used at the parks and cemetery. Motion to approve the purchase of the aerator made by Erwin with Dose second. All aye, motion carried 5-0.

Asbestos Inspection: Bardsley discusses the option for asbestos inspection on city-owned building. Council discusses the property. Freuck requests to have Strategic Plan updated with appropriate timeline for the property so Council can discuss further details of timeline and overall cost. Discussion will continue at next regular Council session.

Approval to Address Property Owners on Drainage Issue: Goehring updated Council on drainage issues with Mulberry Lane road and would like to speak with abutting property owners nearby regarding possible solutions.

Pingel suggested speaking with County as well. Motion to approve discussions made by Dose with Freuck second. All aye, motion carried 5-0.

Trail Head Park Restrooms: Goehring mentioned the building at Trail Head Park in disrepair and requested approval to proceed with a contractor to determine repairs needed and get estimate of cost. Motion to approve made by Freuck with Wahle second. All aye, motion carried 5-0.

Current City Hall Building: Bardsley updated Council on fair market analysis provided by a realtor and asks Council how they would like to proceed with the building. Pingel suggested retaining the building for city use, with the potential of leasing it. Council discusses the cost of splitting the lot for sale of the building. Council takes no action at this time.

Rental Units: Willard updated Council on phone call regarding the rental units at 625 Highway Street. Willard suggested allowing current tenants to remain, however not incurring new rentals so as not to be in competition with local business owners. Council discussed rental units. Motion to allow current renters to keep their units and not allow new renters made by Pingel with Freuck second. All aye, motion carried 5-0.

Approval of Employee Handbook: Council discussed changes to Employee Handbook suggested by Willard to update as per ICAP suggestions. Dose questioned the additional holidays; Bardsley stated being open the public on holidays would be favorable. Motion to approve changes to Employee Handbook made by Freuck with Pingel second. Council split 3-2. Ayes were Freuck, Pingel, and Erwin. Nays were Dose and Wahle. Motion carried.

Ordinance 225: Sewer Rate Increase: Motion to open Public Hearing made by Pingel with Wahle second, all aye. Motion carried 5-0. Public Hearing opened at 8:35pm. No public present. Council discusses the rate increase. Motion made to close Public Hearing made by Erwin with Freuck second. Mayor Bardsley read the second reading of Ordinance 225 regarding the sewer rate increase proposed. Motion to approve second reading of Ordinance 225 made by Pingel with Freuck second. All aye, motion carried 5-0.

Resolution 17-04-01: Setting the Date for a Public Hearing on Proposal to Enter into a General Obligation Property Acquisition Loan Agreement and to Borrow Money thereunder in a Principal Amount not to Exceed \$185,000.

Bardsley and Willard updated Council on reimbursement resolution. Motion to approve Resolution 17-04-01 mde by Pingel with Wahle second. All aye, motion carried 5-0.

Consent Agenda & Claims: Motion to approve Consent Agenda and Claims made by Freuck with Pingel second. All aye. Motion carried 5-0. Motion to close contract with M & K Storage for storage unit made by Pingel with Erwin second. All aye, motion carried 5-0. US Bank visa (61.52), Wellmark (2994.63), Max I Walker (51.60), US Post Master (154.84 & 110.50), PeopleService (200.00), RVS Software (226.82), Pottawattamie County Sheriff (4011.86), Menards (832.91), IAWEA training (49.00), Claims:

CLAIMS FOR COUNCIL APPROVAL

4-Apr-17

<u>Business</u>	<u>Service</u>	<u>Amount</u>
bomgaars	shop supplies	\$8.99
Brett Goehring	reimbursement	\$164.63
CenturyLink	phones	\$359.09
Gazette	Publishing services	\$98.82
M & K Storate	Storage Unit	\$480.00
Menards	New City Hall and Shop	\$365.09
MidAmerican Energy	electric & gas services	\$2,768.35
Travis Bauer	reimbursement	\$85.47

March gross payroll		\$16,062.72
	total	\$20,393.16
	actual total	\$19,748.53

Fire/Rescue Department: Pingel updates Council on Pancake feed.

Mayor: None

Clerk: Willard reminds Council of upcoming IMFOA conference, offers Clerk report, reminded Council on upcoming employee evaluations and budget amendment and TIF variance special meeting.

Maintenance: None

Economic Development: None

Finance: None

Personnel: None

Streets: Bardsley mentioned he saw Works cleaning the streets.

Sewer: None

Cemetery: None

Water: None

Code Compliance: Willard updates Council on the court proceedings on compliance issues.

Parks: None

Wahle questions about the condition of the City truck and the policy on reporting incidents. Goehring answered Wahle and Council discussed

Adjournment: Motion to adjourn made by Freuck with Pingel second. All aye, motion carried 5-0. Adjournment at 9:07pm.

Dennis Bardsley, Mayor

(attest) Jill Willard, City Clerk