

Sunday, March 26, 2017

Underwood City Hall to move to larger, more visible location

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Underwood City Hall is moving to a new home.

Renovation has started on a long vacant building in the heart of the business district to house city offices. The new location at 241 Third St. will offer more space and visibility for residents than the current office on Second Street, said Jill Willard, city clerk/administrator.

The building is 32 feet wide and 96 feet long, and has been vacant for several years after efforts to attract startup businesses didn't pan out, according to Willard. The building is already owned by the community, with the plumbing and electrical wiring intact, so renovation costs will be minimal, she said.

After reviewing the plans, the Underwood City Council approved the move late last year and renovation began in January.

Through the main door, residents will be greeted at the service desk by Willard or by Deputy City Clerk Jan Ehrens. The desk will also be handicap accessible with room for wheelchairs to come right up to the desk for more convenience.

Willard's office will feature glass pane doors.

"The whole intent is to make sure the clerk is visible and accessible," she said.

There will be an office for the mayor and the City Council chamber room. Besides being used for official government business, the room can also be rented out for social gatherings like birthday parties or yoga classes.

The Public Works Department will have its own office in the back. Other amenities will include a locked file room, a kitchenette and shelves for storing archive documents.

An open house date will be announced later this spring or summer, Willard said.

"This location gives a lot more visibility for the residents," she said. "And, we're only moving one block, so we won't be hard to find."

Staff photo/Tim Rohwer

Underwood City Clerk Jill Willard and Travis Bauer, Public Works Department assistant, stand outside the future home of Underwood City Hall, expected to open in the early summer.

