

CITY COUNCIL MINUTES

December 1, 2014

The regular meeting of the Underwood City Council was called to order at 7:00 p.m. Person present were Paul Hoff, Rick Jacobson, Jim Erpelding, Bert Kinzler and Marilyn Olson. Also present were Anna Kiser, Paxton Lind and Anita Gumphrey.

The agenda and minutes for the regular meeting and canvassing board meeting were approved by motion of Hoff, second by Jacobson.

CLERK/TREASURER REPORT

The following bills were approved by motion of Erpelding, second by Olson.

19249	PAYROLL	73.88
19250	PAYROLL	669.00
19251	PAYROLL	110.82
19252	PAYROLL	40.63
19253	PAYROLL	177.32
19254	PAYROLL	0.00
19255	PAYROLL	73.88
19256	PAYROLL	889.89
19257	PAYROLL	172.64
19258	PAYROLL	1054.35
19259	PAYROLL	73.88
19260	PAYROLL	114.46
19261	PAYROLL	164.76
19262	MN CHILD SUPPORT PAYMENT CENTER	114.46
95213	MN DEPT OF REVENUE-SALES TAX	3536.00
95214	CITY OF UNDERWOOD	73.88
95215	CITY OF UNDERWOOD	46.34
95216	CITY OF UNDERWOOD	39.20
95217	EDA DEBT SERVICE	1128.35
95218	FARMERS STATE BANK	1128.35
19263	SMARTSEARCH	25.00
19264	MID-CENTRAL ICE	30.40
19265	BEVERAGE WHOLESALERS INC.	2971.10
19266	FORESTEDGE WINERY	234.00
19267	JOHNSON BROTHERS LIQUOR CO.	1716.93
19268	PHIULLPS WINE & SPIRITS INC.	1693.32
19269	DACOTAH PAPER CO.	144.32
19270	LIBERTY BUSINESS SYSTEMS, INC.	5.45
95219	PUBLIC EMPLOYEES RETIREMENT ASSN.	513.71
1707	DEMZELS REGION WASTE	71.37
19271	PAW PUBLICATIONS, LLC	192.60
19272	LIND ONSTAD	25.00
19273	AUTO VALUE FERGUS FALLS	27.51
19274	OLSON OIL CO.	670.32
19275	UNDER-MART	170.07
19276	OTTER ELECTRIC, LLC	108.86
19277	COURT'S GAS & DIESEL SERVICE	19277
19278	VICTOR LUNDEEN COMPANY	41.90
19279	ARBOR JAKE'S TREES SERVICE, LLC	550.00
19280	MVTL LABORATORIES, INC.	876.50
19282	HAWKINS, INC.	424.33

19283	VIKING COCA-COLA OF FERGUS FALLS	95.00
19284	ANITA GUMPHREY	44.00
19285	DENZELS REGINS WASTE	64.35
19286	BETTY KLUG	175.38
19287	HANS, MARY	56.00
1928	HANSON, GORDON	56.00
19289	VERNA LINK	56.00
19290	BOSS, KATHRYN	64.00
19291	OLSON, ALVIN	56.00
19292	ROGER FARSDALE	56.00
19293	VALERIE STANFIELD	60.00
19294	H BOYD NELSON, INC.	5043.14
19295	PAYROLL	718.45
19296	PAYROLL	326.06
19297	PAYROLL	848.24
19298	PAYROLL	1156.43
19299	PAYROLL	78.50
19300	PAYROLL	170.31
19301	MN CHILD SUPPPORT PAYMENT CENTER	78.50
95220	CITY OF UNDERWOOD	46.35
95221	CITY OF UNDERWOOD	39.20
95222	CITY OF UNDERWOOD	329.20
95223	PARK REGION MUTUAL TELEPHONE CO.	351.94
95224	GOPHER STATE ONE-CALL, INC.	10.15
95225	LAKE REGION ELECTRIC COOPERATIVE	164.04
95226	AT & T MOBILITY	65.57
95228	MN DEPT OF REVENUE	310.34
95227	PUBLIC EMPLOYEES RETIREMENT ASSN.	536.09
95229	FARMERS STATE BANK	2009.09
19302	BEVERAGE WHOLESALERS INC.	2745.55
19303	WIRTZ BEVERAGE MINNESOTA	3626.25
19304	BELLBOY CORP.	661.45
19305	H BOYD NELSON, INC.	2686.10
19306	PHILLIPS WINE & SPIRITS INC.	1340.05
19307	JOHNSON BROTHERS LIQUOR CO.	6715.88
19308	BRANDON EVEVOLD ELECTRIC	99.30
19309	HAWKINS INC.	135.11
19310	BRIAN'S REPAIR	348.92
193611	MVTL LABORATORIES, INC.	81.00
19312	MONICA UHLMANN	20.00
19313	SVERDRUP TOWNSHIP	262.50
19314	RDO EQUIPMENT CO.	248.78
19315	OTTER TAIL POWER COMPANY	2134.58
19316	O'REILLY AUTOMOTIVE, INC	67.21
19317	MNDEPT OF HEALTH	303.75
IAD301	INTEREST CD	15.74
IAD302	INTEREST CD	2.25
IAD303	INTEREST CD	10.45
IAD304	INTEREST CD	20.21
IAD305	INTEREST CD	10.48
IAD306	INTEREST CD	10.48
IAD307	INTEREST CD	10.48
IAD308	INTERST CD	10.48
95230	WATER SYSTEM DEBT FUND	3900.00
95231	RD LOAN FUND	900.00
95232	SEWER IMPROVEMENT FUND	3000.00
95235	FARMERS STATE BANK	541.44

MAINTENANCE REPORT

Paxton informed those present that the electrical work at the treatment plant was finished and he was waiting for Sweeney Control to come back to finish re-working the computer systems.

Budget & Finance

A motion by Kinzler, second by Jacobson was approved to adopt Resolution #1214-2. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler Olson; Nays: none.

RESOLUTION #1214-2

RESOLUTION APPROVING FINAL LEVY PAYABLE 2015

BE IT RESOLVED, by the City Council of the City of Underwood, County of Otter Tail, State of Minnesota, that the following sums of money be levied and collected in the year 2015, upon taxable property in the City of Underwood, for the following purposes:

GENERAL REVENUE	\$91,654.00
FIRE	<u>12,950.00</u>
TOTAL LEVY	\$104,604.00

Adopted by the City Council of Underwood, Minnesota on this the 1st day of December 2014.

_____ ATTEST: _____
 Mayor Paul Hoff City Clerk Anna Kiser

A motion by Kinzler, second by Olson was approved to transfer \$20,000 from the liquor store fund to the general fund. The clerk will revise the budget to reflect the change.

The council reviewed the past due utility accounts. After some discussion, rather than assess the properties, the council decided that all accounts would be shut off with notice. Those not paid by the end of December would be assessed at the January meeting.

Anita had no new information regarding credit card company charges.

Street, Lighting, Parks & Recreation

A motion by Kinzler, second by Erpelding was approved to adopt Resolution #1214-3. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler, Olson; Nays: none.

RESOLUTION #1214-3

RESOLUTION ACCEPTING DONATIONS TO THE CITY OF UNDERWOOD FROM LAKE COUNTRY

SPORTSMEN'S CLUB

WHEREAS, the City of Underwood has received the following donations from the Lake Country Sportsmen's Club for designated projects, and

WHEREAS, the City Council of the City of Underwood would like to express its gratitude for their continued support to the community.

NOW, THEREFORE, pursuant to Minnesota State Statute 465.03 the City Council of the City of Underwood does hereby accept the following donations:

Lake Country Sportsmen's Club in the amount of \$1000.00 towards the replacement of the boat dock.

Adopted by the Underwood City Council, City of Underwood, County of Otter Tail, State of Minnesota this 2nd day of December 2014.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser

Personnel & Safety

A motion by Kinzler, second by Olson was approved to hire Tasha Bohn as a liquor store clerk as of November 25 at \$8.00 per hour; and re-hire Laura Colby for a fill in as a liquor store clerk as of November 24 at \$8.00 per hour.

The clerk is waiting for more information regarding the requirements of the city about insurance.

A motion by Kinzler, second by Jacobson was approved to adopt wage plan as presented.

A motion by Kinzler, second by Hoff was approved to adjust the grade 3 wages from step 1 to step 3, with the adjusted wage to be issued to employee from January 1, 2014 to November 30, 2014.

NEW BUSINESS

Ann informed the council that Rick Gronner had called asking if there would be an issue for the Legion to hold a gun raffle in 2015. After discussion, a motion by Hoff, second by Olson was approved that such a raffle, as long as the state approved, would not be an issue.

Bert asked that the city clear the sidewalk from Park Street west to Tamarac Manor as more pedestrians are using the walk to get to the new café. Ann informed the council that the owner of the Sunwood Apartments was notified that they would be responsible for removing the snow/ice from the walk adjacent to their property.

As there was no further business, the meeting adjourned at 7:45 p.m.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser

Date Approved: