

## CITY COUNCIL MINUTES

November 3, 2014

The regular meeting of the Underwood City Council was called to order at 7:00 p.m. Persons 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 were approved by motion of Erpelding, second by Jacobson.

### CLERK/TREASURER REPORT

Ann informed the council that she, Paxton and representatives from MNRW (Aaron Meyer) and from MDH would be meeting at the office on Dec 2 regarding the review of the Wellhead Protection Plan.

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

95160	EDA DEBT SERVICE	1128.35
95191	FARMERS STATE BANK	1128.35
95192	MN DEPT OF REVENUE-SALES TAX	3835.00
19186	SMARTSEARCH	25.00
19187	AMERICAN BOTTLING COMPANY	130.71
19188	BEVERAGE WHOLESALERS INC.	3360.00
19189	PAUSITIS WINE COMPANY	272.00
19190	UNDERWOOD FIRE DEPT.	200.00
19191	FERGUS TRANSPORTATION	48.30
19192	JOHNSON BROTHERS LIQUOR CO.	990.95
19193	PHILLIPS WINE & SPIRITS INC.	1205.68
19194	PAYROLL	73.88
19195	PAYROLL	653.96
19196	PAYROLL	110.82
19197	PAYROLL	59.10
19198	PAYROLL	184.70
19199	PAYROLL	0.00
19200	PAYROLL	73.88
19201	PAYROLL	816.37
19202	PAYROLL	172.64
19203	PAYROLL	893.21
19204	PAYROLL	73.88
19205	PAYROLL	158.33
19206	PAYROLL	94.41
19207	MN CHILD SUPPORT PAYMENT CENTER	158.33
19208	H BOYD NELSON, INC.	8860.21
19209	VIKING COCA-COLA OF FERGUS FALLS	132.00
19210	MN DEPT OF PUBLIC SAFETY	20.00
19211	SVINGEN, CLINE & LARSON, P.A.	208.00
19212	LIBERTY BUSINESS SYSTEMS, INC.	7.14
19213	AUTO VALUE FERGUS FALLS	47.94
19214	PAW PUBLICATIONS, LLC	68.13
95195	CITY OF UDNERWOOD	73.88
95196	CITY OF UNDERWOOD	46.00
95197	CITY OF UNDERWOOD	38.15
1705	DENZELS REGION WASTE	71.37
19215	DENZELS REGION WASTE	214.99
19216	MN RURAL WAQTER ASSOCIATION	125.00

19217	FERGUS POWER PUMP INC.	3168.00
19218	O'REILY AUTOMOTIVE	374.51
95198	PUBLIC EMPLOYEES RETIREMENT ASSN.	452.48
19219-A	MVTL LABORATORIES, INC.	240.25
19220	DATA WRANGLERS INC.	200.00
19221	UNDERWOOD FIREFIGHTERS RELIEF ASSOC.	26,882.54
19222	KISER, ANN	78.40
95199	GOPHER STATE ONE-CALL, INC.	5.80
95200	PARK REGION MUTUAL TELEPHONE CO.	346.37
95201	LAKE REGION ELECTRIC COOPERATIVE	164.04
95202	AT & T MOBILITY	62.99
95203	CITY OF UNDERWOOD	324.70
19223	BEVERAGE WHOLESALERS INC.	4540.65
19224	MID-CENTRAL ICE	269.10
19225	ALL AMERICAN ADVERTISING	135.00
19226	WIRTZ BEVERAGE MINNESOTA	1295.40
19227	BELLBOY CORP.	1837.75
19228	GLEN REY	30.00
19229	AMERICAN BOTTLING COMPANY	168.06
19230	PHILLIPE WINE & SPIRITIS INC.	796.06
19231	JOHNSON BROTHERS LIQUOR CO.	816.60
19232	OLSON, JAY	18.00
19233	H BOYD NELSON, INC.	5747.03
19234	PAYROLL	619.55
19235	PAYROLL	181.01
19236	PAYROLL	786.83
19237	PAYROLL	893.21
19238	PAYROLL	143.16
19239	PAYROLL	103.66
19240	MN CHILD SUPPORT PAYMENT CENTER	143.16
19241	OUTDOOR RENOVATIONS	622.50
19242	HARMS TOWING & SERVICE	539.71
19243	HAWKINS NC.	1713.55
95204	CITY OF UNDERWOOD	46.00
95202	CITY OF UNDERWOOD	38.15
19244	OTTER TAIL POWER COMPANY	2037.09
19245	PERFORMANCE PAVING & SEALCOATING	5450.00
19246	LIND, PAXTON	145.60
95206	PBLC EMPLOYEES RETIREMENT ASSN.	441.50
95207	MN DEPT OF REVENUE	261.80
1706	CARDMEMBER SERVICE	5.33
19247	CARDMEMBER SERVICE	290.08
95208	FARMERS STATE BANK	1703.69
19248	POSTMASTER	170.00
95209	WATER SYSTEM DEPT FUND	3900.00
95210	RD LOAN FUND	900.00
95211	SEWER IMPROVEMENT FUND	3000.00
95212	FARMERS STATE BANK	598.53

## MAINTENANCE REPORT

Paxton reported that there is trouble with the sonic sensor in the filter at the treatment plant. He recommends changing the sensor to a transducer type. A motion by Jacobson, second by Erpelding was approved to replace the sensor pending the final price.

Budget & Finance

Ann informed the council that we had received the second 2014 tax levy payment and delinquent 2013 taxes for a total amount received of \$42,063.64.

Anita informed the council that she was looking into changing credit cards processing companies. Our fees are getting to be too much. She informed the council that US Bank estimated about 1/2 the fee we are being charged now; however we would have to purchase our own reader. Jim told her to check with the Legion to see which company they use.

Street, Lighting, Parks, & Recreation

The issue of Marty Harms property and the number of vehicles was addressed. Ann will check the nuisance ordinance as well as the administrative ordinance for penalties and fines. A motion by Hoff, second by Erpelding to invoke ordinance fines as stipulated per nuisance ordinance, duly notify violators that fines will be levied if not paid in 15 days. Any violations of the November 1 parking restrictions will be ticketed.

A motion by Hoff, second by Olson was approved to adopt Resolution #1114-1. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler, Olson; Nays: none.

**RESOLUTION #1114-1**

**RESOLUTION ACCEPTING DONATIONS TO THE CITY OF UNDERWOOD FROM UNDERWOOD AREA LIONS**

**WHEREAS**, the City of Underwood has received the following donations from the Underwood Area Lions 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:

Underwood Area Lions in the amount of \$1800.00 towards the replacement of the boat dock.

Adopted by the Underwood City Council, City of Underwood, County of Otter Tail, State of Minnesota this 3<sup>rd</sup> day of November 2014.

\_\_\_\_\_ ATTEST: \_\_\_\_\_  
Mayor Paul Hoff City Clerk Anna Kiser

A motion by Olson, second by Erpelding was approved to adopt Resolution #1114-2. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler, Olson; Nays: none.

**RESOLUTION #1114-2**

**CITY & TOWNSHIP WINTER MAINTENANCE AGREEMENT**

**BE IT RESOLVED**, that the following request is approved by the City or Township and Otter Tail County is hereby authorized to provide the materials and or services as requested below.

**BE IT RESOLVED**, that the work will be included in our regular maintenance or after our regular maintenance work is completed.

CITY/TOWNSHIP	<u>City of Underwood</u>
TYPE OF REQUEST	<u>SAND/SALT MATERIALS</u>
APPROX. QUANT.	<u>28 Cubic Yards</u>
APPROX. COST	<u>\$33.00 per Cubic Yard (does not include Sales Tax)</u>

**BE IT FURTHER RESOLVED**, that the City or Township will be responsible for all cost of materials and services provided.

Adopted by the City Council of the City of Underwood, County of Otter Tail, State of Minnesota this 3<sup>rd</sup> day of November 2014.

\_\_\_\_\_  
Mayor Paul Hoff

ATTEST: \_\_\_\_\_  
City Clerk Anna Kiser

Water & Sewer

Ann informed the council that Under-Mart continued to ignore the \$30 in late fees with no explanation. A motion by Erpelding, second by Kinzler was approved to forgive the \$30 this one time only, due to the inconvenience that the store experienced during the utility extension project.

The council was informed that Thunder Shores Inc. (owners of the old café) is disputing their bill. Paxton has replaced the meter, which was installed a month ago. We will keep council updated.

UNFINISHED BUSINESS

The council wants the attorney to handle any further correspondence with property owners at 200 East Street North regarding the sidewalk issue.

Due to a possible conflict, the June 2015 meeting will be changed to June 8, the second Monday.

NEW BUSINESS

Paul informed the council that he had been approached by members of the Sverdrup Township board to ask if the city would be willing to trade their (township) current building for land in the old ball park to build a new garage. The city is not interested.

A letter from Bruce Huseh was read regarding the use of the old ball park as a camp ground. As a businessman, he is in favor of this as it would enhance the city, provide a service and help businesses.

Ann will check into the sale of the land. A motion by Hoff, second by Erpelding was approved to research the issue of land sale, and hold a public hearing with the purpose of selling the old ball park for the specific purpose of a campground.

The American Legion asked that the accessibility fee be waived for the building located at 114 Main Street South. A motion by Olson, second by Jacobson was approved to disconnect service to that location. Erpelding abstained. A letter stating the disconnect procedures will be sent.

The Unitarian Church is asking the city to clear that portion of the sidewalk in front of the church. They will pay whatever the fee is.

The Right of Way ordinance was tabled.

The canvassing board will meet at 10 a.m. on Wednesday, November 5.

As there was no further business, the meeting adjourned at 7:50 p.m.

\_\_\_\_\_  
Mayor Paul Hoff

ATTEST: \_\_\_\_\_  
City Clerk Anna Kiser

Date Approved: