

CITY COUNCIL MINUTES
AUGUST 4, 2014

The regular meeting of the Underwood City council was called to order at 6:50 p.m. Persons present were Paul Hoff, Rick Jacobson, Jim Erpelding, Bert Kinzler and Marilyn Olson. Also present were Paxton Lind, Anna Kiser and Anita Gumphrey. Guests were Linda Gronner, John Hartman Greg Blum.

Paul asked Linda to address the council. Her concern was in regard to the beach access area at Bass Lake. There is no garbage can and trash is being picked up by beach users. Also the condition of the boat dock is not safe. She also asked about whether or not the weed roller was working. Paul informed those present that he has still not heard about the new dock. Paxton was told that we will either have to fix the dock so that it is safe for both people and boats or we will have to remove the dock all together. Paul had asked the office to obtain costs for both garbage containers and a porta-potty. The cost for the porta-potty would be over \$200 per month. The trash container for a 38 gallon container would be \$25.75 per month and for a 60 gallon container would be \$28.75. Paxton informed those present that the cord for the weed roller needed to be replaced and he would have it operational this week.

A motion by Erpelding, second by Hoff was approved to order a 60 gallon trash cart for the months of August, September and October. Paul thanked Linda for her time. A motion by Erpelding, second by Olson was approved to recess the regular meeting at 7:00 p.m. until after the public information meeting.

The regular meeting reconvened at 7:20 p.m.

The agenda and minutes were approved as sent by motion of Kinzler, second by Jacobson.

GUESTS

Paul asked John Hartman to address the council. John informed those present that Tingvold and Sverdrup Churches were planning their annual community service projects and were inquiring about items that the city would be interested in having done. The first was item was the remaining fence at the park. He was informed that another group was going to be taking most of it down. The weeds at the swimming beach could be trimmed if someone had the equipment to handle the uneven ground. Painting the curbs and the bottoms of the city owned light poles was also mentioned. The city would supply the paint and other equipment.

John indicated that the project day was tentatively scheduled for Sunday September 7. The council asked if it would be possible for the group to take on these projects before Harvest Festival. Mr. Hartman said that he would ask at the group's next meeting.

CLERK/TREASURER REPORT

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

95120	PUBLIC EMPLOYEES RETIREMENT ASSN.	575.37
95121	MN DEPT OF REVENUE	431.75
95122	FARMERS STATE BANK	2819.38
95123	EDA DEBT SERVICE	1128.35
95125	FARMERS STATE BANK	1128.35
1696	DENZELS REGIONS WASTE	71.37

18983	VIKING COCA-COLA OF FERGUS FALLS	205.70
18984	H BOYD NELSON, INC.	6767.35
18985	WIRTZ BEVERAGE MINNESOTA	1851.68
18986	SMARTSEARCH	25.00
18987	PAUSTIS WINE COMPANY	150.00
18988	FOESTEDGE WINERY	412.20
18989	JOHNSON BROTHERS LIQUOR CO.	2134.67
18990	PHILLIPS WINE & SPIRITIS INC.	1205.48
1891	DENZELS REGION WASTE	181.35
18992	AUTO VALUE FERGUS FALLS	106.85
18993	COOPERS TECHNOLOGY GROUP	38.04
18994	CAN SURETY	287.50
18995	LIBERTY BUSINESS SYSTEMS, INC.	16.98
18996	ALEX POWER EQUIPMENT	64.13
18997	SVERDRUP TOWNSHIP	315.00
18998	FERGUSON WATERWORKS	52.08
18999	O'REILLY AUTOMOTIVE, INC.	255.32
19000	UNDERWOOD HARVEST FESTIVAL COMMITTEE	50.00
95127	MN DEPT OF REVENUE-SALES TAX	4580.00
19001	HEIDI HAINZ	25.00
19002	PAYROLL	482.70
19003	PAYROLL	73.88
19004	PAYROLL	796.93
19005	PAYROLL	110.82
19006	PAYROLL	58.88
19007	PAYROLL	0.00
19008	PAYROLL	73.88
19009	PAYROLL	820.80
19010	PAYROLL	172.64
19011	PAYROLL	898.06
19012	PAYROLL	73.88
19013	PAYROLL	93.50
19015	PAYROLL	170.87
95128	CITY OF UNDERWOOD	73.88
95129	CITY OF UNDERWOOD	55.00
9513	CITY OF UNDERWOOD	38.30
19014	MID-CENTRAL ICE	674.50
19016	BEVERAGE WHOLESALERS INC.	14,316.48
95131	PUYBLIC EMPLOYEES RETIREMENT ASSN.	569.79
95123	GOHER STATE ONE-CALLS INC.	8.70
95133	LAKE REGION ELECTRIC COOPERATIVE	164.04
95134	AT & T MOBILITY	62.94
95135	PARK REGION MUTUAL TELEPHONE CO.	351.72
95136	MINNESOTA UI FUND	737.00
95137	CITY OF UNDERWOOD	313.90
1967	NORSON WINDOW & GLASS	333.10
1699	ST. CLOUD FIRE EQUIPMENT CO.	20.00
19017	H BOYD NELSON, INC.	12,845.54
19018	BELLBOYD CORP.	1286.25
19019	WIRTZ BEVERAGE MINNESOTA	2580.98
19020	SOUTHERN WINE & SPIRITS OF MN	420.37
19021	MNMUNICIPAL BEV ASSOC.	395.00
19022	PHILLIPS WINE & SPIRITS INC.	1948.20
19023	JOHNSON BROTHERS LIQUOR CO.	1628.82
19024	THEIN WELL CO.	275.00
19025	JOHNSON EXCAVATION	12,383.11
19026	APEX ENGINEERING GROUP	3674.72

19027	DACOTAH PAPER CO.	32.03
19028	UNDER-MART	91.67
19029	SHELL PAYMENT CENTER	23.49
19030	ST. CLOUD FIRE EQUIPMENT CO.	163.00
19031	SVERDRUP TOWNSHIP	682.50
19032	MARK SAND & GRAVEL	73.60
19033	ALEX POWER EQUIPMENT	101.63
19034	FERGUSON WATERWORKS	235.83
19035	OUTDOOR RENOVATIONS	223.96
19036	CARDMEMBER SERVICE	412.61
19037	OTTER TAIL POWER COMPANY	2060.04
19038	PAYROLL	351.93
19039	PAYROLL	735.65
19040	PAYROLL	842.28
19041	PAYROLL	893.06
19042	PAYROLL	91.77
19043	PAYROLL	83.68
19044	MN CHILD SUPPORT PAYMENT CENTER	91.78
19045	UNDERWOOD RURAL FIRE ASSOCAITION	50.00
95139	MN DEPT OF REVENUE	276.61
95141	CITY OF UNDERWOOD	55.00
95142	CITY OF UDNERWOOD	38.30
95138	PUBLIC EMPLOYEES RETIREMENT ASSN.	528.42
95140	FARMERS STATE BANK	1866.06
95143	WTER SYSTEM DEBT FUND	3900.00
95144	RD LOAN FUND	875.00
95145	SEWER IMPROVEMENT FUND	3000.00
95149	FARMERS STATE BANK	609.33

Ann reported that a resident had tripped/fallen on Centennial Ave East near the Main Street intersection. A report has been filed with the insurance company and she will keep the council informed.

MAINTENANCE REPORT

Paxton reported that APEX had submitted the plans for the monitoring well to MPCA and we are waiting for final approval. We have a list of contractors that we will contact once the plan is approved.

Paxton has received a quote from Performance Paving for Centennial East from East Street to Foss for \$33,000 and repairing the frontage road in front of Harms Towing for \$4000. He was told to get another bid for the area at the Lions Shelter on the south west corner for the September meeting.

Budget (Hoff, Kinzler)

The clerk informed those present that the second annual payment to PFA in the amount of \$37,855 will be due on the 20th. This loan ends in August of 2021.

Ann asked the council to increase the election judge pay to \$8.00 per hour and the head judge pay to \$10.00 per hour. A motion to make the requested increases for election judge wages was made by Jacobson, seconded by Hoff and approved.

Ann also informed the council that the second pay request for Johnson Excavation was made in the incorrect amount. The request for payment #3, in the amount of \$14,108.02 includes the correction. A motion by Kinzler, second by Erpelding to approve pay request #3 for \$14,108.02 was approved.

Street, Lighting, Parks & Recreation (Erpelding, Jacobson)

Greg Blum was asked to address the council. Greg asked when the bike/walking path on Centennial would be opened up. Paxton informed him that it should be ready in the next 2 weeks. He also asked about all the loose gravel from Park Region's driveway by the Lions Shelter. He told the council that it almost caused him to crash with his motorcycle. Ann reported that a few people had spoken to her about trying to walk on that portion of the street. She told them to inform Park Region. As it is not a street, but a private driveway, he was also told to contact Park Region.

Water & Sewer (Kinzler, Jacobson)

Rick wanted to clarify the connection fees regarding any land/lots in Johanson-Gronner additions. All of those lots would be a total of \$300; other lots that would need new connections would be \$600 as per our rate schedule.

Personnel & Safety (Olson, Erpelding)

A motion by Hoff, second by Olson was approved to hire Valerie Stanfield as a liquor store clerk as of July 17, 2014 with a starting wage of \$7.50 per hour, to be increased to \$8.00 per hour as of August 1, 2014.

A motion by Erpelding, second by Jacobson was approved to hire Zakary Lind as temporary seasonal help, from August 4 to August 30, 2014, at the rate of \$6.50 per hour.

Zoning (Hoff, Kinzler, Erpelding, Lind)

Ann informed those present that the first 5-year zoning permit had been issued.

Paxton informed the council that Matt Dreschels existing garage is on the lot line, as measured from Woodland to Centennial. His proposed lean to would have to be built on the north side of the existing garage.

UNFINISHED BUSINESS

A certified letter will be sent to Delayne & Nancy Kugler regarding the condition of their property located at 206 Main Street South. Possible fines and what further action will be taken will be investigated.

A motion by Hoff, second by Erpelding to adopt Resolution #0814-1 approving the regulation of external solid fuel-fired heating devices by approved. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler; Nays: Olson.

RESOLUTION #0814-1

RESOLUTION TO ADOPT ORDINANCE #84

AN ORDINANCE REGULATING THE BURNING OF SOLID FUELS IN EXTERNAL SOLID FUEL-FIRED HEATING DEVICES

BE IT RESOLVED, by the City Council of the City of Underwood to adopt Ordinance #84, an ordinance regulating the burning of solid fuels in external solid fuel-fired heating devices.

Adopted by the City Council of the City of Underwood, County of Otter Tail, State of Minnesota this the 4th day of August 2014.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser

NEW BUSINESS

Anita informed the council that she would like to replace the carpet in the liquor store next year. The doors to some of the coolers and some of the shelving also need to be replaced. She will add these expenses to her budget for 2015.

Ann will talk to Mark Johnson about whether the 4-H club will continue to maintain the recycling site.

To maintain compliance with the new wages, a motion to make the following changes to the compensation plan as of August 1, 2014 was approved by motion of Hoff, second by Erpelding: Grade 1, Step 1 would be \$8.00, with the previously approved increase of \$.20 per hour per step; Lorraine Stratton's wage would increase to \$8.60.

Ann will make the changes and forward the revised plan to council members. The question of raising the starting wage for the other grades was brought up. This will be tabled.

As there was no further business, the meeting adjourned at 8:25 p.m. Erpelding/Kinzler

Mayor Paul Hoff

ATTEST _____
City Clerk Anna Kiser

Date Approved _____