

CITY COUNCIL MINUTES

August 3, 2015

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 and Bert Kinzler. Marilyn Olson was absent. Also present were Anna Kiser and Anita Gumphrey. Paxton Lind was absent.

Guests were Brayden Aasen and his father, Lynn.

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

Paul asked Brayden to address the council. Brayden told the council that he would like to build a table for the top of the deck at Bicentennial Park as part of work towards his Life Badge for Scouts. He presented his plan with a cost estimate. After a few questions, a motion by Hoff, second by Kinzler was approved to accept the project as presented.

CLERK/TREASURER REPORT

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

95395	EDA DEBT SERVICE	1128.35
95396	FARMERS STATE BANK	1128.35
19750	CHAD GRONNER	1920.00
19751	BRIAN HOVLAND	1030.00
95397	MN DEPT OF REVENUE-SALES TAX	5060.00
1745	DENZLES REGION WASTE	71.37
1746	OTTER TAIL POWER COMPANY	7.50
19752	DIANA KUGLER	25.00
19753	SUE SCHMIDT	25.00
19754	DENZLES REGION WASTE	288.70
19755	NEW HORIZONS AG SERVICES	318.97
19756	BRANDON EVAVOLD ELECTRIC	593.50
19757	HAWKINS INC.	550.68
19758	UNDER-MART	157.21
19759	PAW PUBLICATIONS LLC	220.80
19760	SOUTHERN WINE & SPIRITS OF MN	2910.92
19761	BEVERAGE WHOLESALERS INC.,	12,791.35
19762	H BOYD NELSON, INC.	14,470.41
19763	PAUSTIS WINE COMPANY	356.00
19764	CARLOS CREEK WINERY	600.00
19765	PHILLIPS WINE & SPIRITS INC.	3593.68
19766	JOHNSON BROTHERS LIQUOR CO.	486.85
19767	UNDERWOOD HARVEST FESTIVAL COMMITTEE	50.00
19768	PAYROLL	51.71
19769	PAYROLL	75.73
19770	PAYROLL	73.88
19771	PAYROLL	863.87
19772	PAYROLL	110.82
19773	PAYROLL	54.90
19774	PAYROLL	0.00
19775	PAYROLL	73.88
19776	PAYROLL	841.93
19777	PAYROLL	267.05

19778	PAYROLL	965.09
19779	PAYROLL	172.64
19780	PAYROLL	294.33
19781	PAYROLL	73.88
19782	PAYROLL	264.12
19783	PAYROLL	100.10
95399	CITY OF UNDERWOOD	73.88
95400	CITY OF UNDERWOOD	55.00
95401	CITY OF UNDERWOOD	36.50
95402	CITY OF UNDERWOOD	41.00
95403	MINNESOTA UI FUND	823.00
IAD331	CD	.47
95404	PUBLIC EMPLOYEES RETIREMENT ASSN.	550.38
95405	AT & T MOBILITY	64.95
95406	PARK REGIN NUTUAL TELEPHONE CO.	426.20
95407	LAKE REGION ELECTRIC	164.04
95408	GOPHER STATE ONE-CALLS, INC.	11.60
95409	CITY OF UNDERWOOD	311.80
1747	SUMMIT COMPANIES	20.00
19784	VICTOR LUNDEEN COMPANY	77.50
19785	OUTDOOR RENOVATIONS	300.00
19786	OUTDOOR RENOVATIONS	2703.43
19787	ST. PAUL STAMP WORK, INC.	79.84
19788	MVTL LABORATORIES, INC.	242.25
19789	SUMMIT COMPANIES	245.50
19790	PAURL HOFF	1030.68
19791	H BOYD NELSON, INC.	7423.85
19792	MN MNICIPAL BEV ASSOC.	435.00
19793	BEVERAGE WHOLESLAERS INC.	4789.45
19794	AMERICAN BOTTLING COMPANY	377.48
19795	VIKING COCA-COLA OF FERGUS FALLS	241.78
19796	UNDERWOOD FIRE DEPT.	50.00
19797	MID-CENTRAL ICE, LLC	856.95
19798	PHILLIPS WINE & SPIRITS INC.	3214.53
19799	ARTISAN BEER COMPANY	183.00
19800	JOHNSON BROTHERS LIQUOR CO.	2155.68
19801	HAWKINS INC.	864.58
19802	PAYROLL	5.36
19803	PAYROLL	861.54
19804	PAYROLL	822.28
19805	PAYROLL	965.09
19806	PAYROLL	145.91
19807	PAYROLL	247.49
19808	PAYROLL	175.64
95411	MN DEPT OF REVENUE	302.69
95412	CITY OF UDNERWOOD	40.00
95413	CITY OF UNDERWOOD	36.50
95414	CITY OF UNDERWOOD	41.00
19809	TED'S CONCTETE	533.75
95410	PUBLIC EMPLOYEE RETIREMENT ASSN.	547.44
95415	FARMERS STTAE BANK	2074.09
95416	WATER SYSTEM DEBT FUND	3400.00
95417	RD LOAN FUND	925.00
95418	SEWER IMPROVEMENT FUND	4000.00
95419	FARMERS STATE BANK	744.85

MAINTENANCE REPORT (None)

Budget & Finance

The clerk informed the council that the PFA payment is due August 20. The city received the first LGA/PERA aid payment as well as the first half of the MN state aid for road construction in the amount of \$4253.00. The proposed LGA for 2016 is \$75,888; an increase of \$126. The CD for the park was cashed in for \$3968.14. A final payment to Johnson Excavation in the amount of \$6023.94 was approved by motion of Hoff, second by Kinzler.

Street, Lighting, Parks & Recreation

We had received complaints about potholes near the intersection of Centennial Court and Centennial Ave East. Performance Paving is working this work on the approved streets and this should be taken care of.

The pothole in Scot Street at the southern end near Cleveland should be reshaped and filled with crushed asphalt. Outdoor Renovations has some and Rick will talk to Paxton about it.

Water & Sewer

The estimates for a new pump for the main lift station were discussed. A motion by Erpelding, second by Kinzler was approved to go with the Gorman in the estimated amount of \$10,750.00. This does not include electric or labor.

Personnel & Safety

A motion by Hoff, second by Jacobson was approved to accept Paxton Lind's resignation as of August 12, 2105. The payout for additional pay will be based on the days worked for the month.

A motion by Kinzler, second by Jacobson was approved to hire Steve Thompson to read meters at his current rate of pay.

A motion by Kinzler, second by Erpelding was approved to hire Greg Jacobson to fill in for the water/sewer at a rate of \$700.00 per month. Rick Jacobson abstained.

A motion by Hoff, second by Erpelding, with Jacobson abstaining, was approved to hire Outdoor Renovations to help with locates, shut offs and emergency water/sewer situations that may occur; and other general maintenance as needed on a temporary basis until the maintenance position is filled. The council recognizes the conflict of interest in hiring Outdoor Renovations.

Water & Sewer

Ann informed the council that Richard Miller could not be located. There is an outstanding water bill in the amount of \$61.41. A motion by Kinzler, second by Hoff was approved to write off the balance.

UNFINISHED BUSINESS

Ann reported that the sidewalk for Brendmoen had been completed and the final balance paid to Ted's Concrete. A motion by Hoff, second by Erpelding was approved to adopt Resolution #0815-1. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler

Nays: None

Absent: Olson

**RESOLUTION #0815-1
RESOLUTION TO LEVY FOR UNPAID SERVICES**

BE IT RESOVLED by the Council of the City of Underwood, County of Otter Tail, State of Minnesota that an assessment for charges for services is placed on the property taxes for the year payable 2016:

Scott V. & Wendy J. Brendmoen
200 East Street North
Underwood, MN 56586-9760
S 80' OF THE SUB LOT 2 & SUB LOT E OF GOV'T LOT 8
Parcel # R80000320030000
In the amount of \$1525.00

Adopted by the Underwood City Council this the 3rd day of August 2015.

_____ ATTEST: _____
Mayor Paul Hoff City Clerk Anna Kiser

NEW BUSINESS

God's Work, Our Hands will again be doing community service on Sunday September 13. They are looking for projects around the city. Suggestions were trimming bushes around Bi Centennial Park and helping with mowing and trimming.

Paul informed the council that the Harvest Festival committee had presented a plan for the concessions and electric. The committee will pay for the power. The lot will need to be cleaned out and the recycling dumpster will have to be moved to the far south end of the lot. City equipment will need to be moved to either the treatment plant or the ponds. A motion by Kinzler, second by Erpelding was approved to accept the plan as presented.

Ann will send both Cramer and Harms notices of violation.

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

_____ ATTEST: _____
Mayor Paul Hoff City Clerk Anna Kiser

Date Approved: