

CITY COUNCIL MINUTES

July 6, 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, Bert Kinzler and Marilyn Olson. Also present were Paxton Lind, Anita Gumphrey and Anna Kiser. Guest was Ed Cramer.

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

Mr. Cramer was asked to address the council. He asked why, when he was only \$200 past due on his personal account his service was shut off. Paxton explained that a hose was observed going from his trailer to the second trailer that was installed on Cramer's property. Cramer was also angry that his rentals trailer utility bills were allowed to go unpaid by the renter for so long, when he told the clerk to shut them off. The clerk researched the situation, in that a landlord cannot request services to be shut off for purpose of eviction of tenant. He was also aware of the charges when they occurred as billing was sent to both him and the tenant. He was asked why utilities were not included in the rent as enforcement of the ordinance pertaining to this had been in effect for a number of years. Mr. Cramer insisted that he wasn't the utility provider and only provided housing.

He was asked to address the reason why he didn't get the outdoor furnace permitted before he installed it. He said that he wasn't aware that he should. The clerk informed those present that a copy of the approved ordinance was sent to Mr. Cramer. Mr. Cramer insisted that the requirements for the furnace were not the same as discussed at the public meeting. The clerk will check her notes from that meeting. Cramer was also asked why he installed the trailer to replace the burned out one without a permit. Again he insisted that he didn't know he was supposed to. The clerk provided 2 copies of the letters, dated April 24 and June 25, (certified mail) indicating that both permits were necessary. Again Mr. Cramer insists he did not receive the letter dated April 24. The clerk will send the applications to Mr. Cramer.

After discussion, a motion by Hoff, second by Jacobson was approved to adopt Resolution #0715-1. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler, Olson
Nays: None

**RESOLUTION # 0715-1
ASSESSING CHARGES TO PROPERTY TAXES PAYABLE 2016**

BE IT RESOLVED by the Council of the City of Underwood, County of Otter Tail, State of Minnesota, that an assessment for past due utility charges, specifically water and sewer, be placed on the property taxes of the following property:

Edward Cramer
213 Cleveland Avenue East
Gronner & Hagen's Addn

Lot 9 & Wly 10' of Lot 10, Blk 3

Parcel # R80000990128000

In the amount of \$688.21

BE IT ALSO RESOLVED, that Mr. Cramer agrees to include the water and sewer charges for all rental housing units in the rents charged

Adopted by the Underwood City Council this the 6th day of July 2015.

Mayor Paul Hoff

City Clerk Anna Kiser

CLERK/TREASURER RPORT

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

19671	PAYROLL	911.36
19674	PAYROLL	33.99
19675	PAYROLL	124.95
19676	PAYROLL	73.88
19677	PAYROLL	1013.59
19678	PAYROLL	110.82
19679	PAYROLL	60.58
19680	PAYROLL	0.00
19681	PAYROLL	73.88
19682	PAYROLL	267.05
19683	PAYROLL	1001.59
19684	PAYROLL	172.64
19685	PAYROLL	255.85
19686	PAYROLL	73.88
19687	PAYROLL	249.52
19688	PAULINE NELSON	37.95
19689	LOLLY STRATTON	28.75
95367	FARMERS STATE BANK	2050.65
19693	OUTDOOR RENOVATIONS	119.16
19694	AUTO VALUE FERGUS FALLS	7.43
19695	DENZEL'S REGION WASTE	195.10
19696	DACOTAH PAPER CO.	45.57
19697	BARRY CONSTURCTION INC.	4651.63
19698	FERGUS TRANSPORTATION	45.50
19699	SOUTHERN WINE & SPIRITS OF MN	40.55
19700	BEVERAGE WHOLESALERS INC.	5595.30
19701	MDI-CENTRAL ICE, LLC	282.65
19702	H BOYD NELSON, INC.	14,416.71
19703	JOHNSON BROTHERS LIQUOR CO.	652.65
19704	PHILLIPS WINE & SPIRITS INC.	1482.33
19705	VIKING COCA-COLA OF FERGUS FALLS	339.61
95376	PUBLIC EMPLOYEES RETIREMENT ASSN.	606.12
19706	TODENSKJOLD TOWNSHIP	314.88
19707	PAYROLL	1.31
19708	PAYROLL	200.68
19709	PAYROLL	823.94
19710	PAYROLL	841.93
19711	PAYROLL	965.09
19712	PAYROLL	208.71
19713	PAYROLL	246.38

95377	CITY OF UNDERWOOD	45.00
95378	CITY OF UNDERWOOD	55.00
95379	CITY OF UNDERWOOD	36.50
95380	PUBLIC EMPLOYEES RETIREMENT ASSN.	559.64
95381	PARK REGION MUTUAL TELEPHONE CO.	423.52
95382	GOPHER STATTE ONE-CALLS, INC.	23.20
95383	LAKE REGION ELECTRIC	164.04
95384	AT & T MOBILITY	63.37
95385	CITY OF UNDERWOOD	305.80
19714	DACOTAH PAPER CO.	67.99
1742	CARLSON HIGHLAND & CO., LLP	889.00
1743	OTTER TAIL POWER COMPANY	22.52
19715	BELLBOY CORP.	1422.90
19716	H BOYD NELSON, INC.	8166.85
19717	BEVERAGE WHOLESALERS INC.	5345.40
19718	JOHNSON BROTHERS LIQUOR CO.	2837.89
19719	PHILLIPS WINE & SPIRITS INC.	5788.04
19720	ARTISAN BEER COMPANY	131.00
19721	WINE MERCHANTS	71.60
19722	WIRTZ BEVERAGE MINNESOTA	3347.80
19723	AMERICAN LEGION POST #489	40.00
19724	BATTLE LAKE REF. & HTG.	79.00
19725	LIBERTY BUSINESS SYSTEMS, INC.	14.43
19726	CARDMEMBER SERVICE	293.02
19727	FEDERAL PUBLISHING	298.50
19728	THEIN WELL CO.	275.00
19729	NEW HORIZONS AG SERVICES	85.04
19730	SVERDRUP TOWNSHIP	183.75
19731	FERGUSON WATERWORKS	670.58
19732	DATA WRANGLERS LLC.	200.00
19734	R & R READY MIX INC.	475.59
19735	OTTER TAIL POWER COMPANY	2084.50
19736	CARLSON HIGHLAND & CO., LLP	11,811.00
19737	ZABINSKI BUSINESS SERVICES, INC.	2180.25
19738	SVINGEN, CLINE & LARSON, P.A.	160.00
1744	PAYROLL	588.26
19739	PAYROLL	46.74
19740	PAYROLL	115.49
19741	PAYROLL	928.50
19742	PAYROLL	813.06
19743	PAYROLL	965.09
19744	PAYROLL	195.79
19745	PAYROLL	55.41
19746	PAYROLL	254.25
19747	POSTMASTER	155.02
19748	LIND, PAXTON	159.28
19749	TED'S CONCRETE	991.25
95386	CITY OF UNDERWOOD	55.00
95387	CITY OF UNDERWOOD	36.50
95388	CITY OF UNDERWOOD	3.05
95389	PUBLIC EMPLOYEES RETIREMENT ASSN.	680.27
95390	MN DEPT OF REVENUE	492.74
95391	FARMERS STATE BANK	3245.08
95392	WATER SYSTE DEBT FUND	3400.00
95393	RD LOAN FUND	925.00
95394	SEWER IMPROVEMENT FUND	4000.00
95398	FAREMRS STATE BANK	724.01

MAINTENANCE REPORT

Paxton informed the council of the problem with ditch #37. The county will be meeting to discuss options to make repairs.

Budget & Finance

Ann had distributed a revised wage scale with the adjusted minimum wage increase. A motion by Olson, second by Kinzler was approved to adopt the revised wage scale.

A motion by Erpelding, second by Hoff was approved to redesignate CD #6987 from Building Improvement to Park Equipment for purposes of the City portion of donation to equipment replacement. The clerk will cash it in.

Street, Lighting, Parks & Recreation

A motion by Erpelding, second by Hoff was approved to pay Tordenskjold Township for the gravel placed on German Lake Road in the amount of \$263.68.

Paul informed the council that he received numerous complaints regarding the lopsided condition of the boat dock as well as the goose droppings. The bird droppings need to be cleared on a daily basis and Paxton will level the dock.

Water & Sewer

The account for Rene Stras was discussed. The council decided that if she paid ½ of what is past due, (\$298.16) and made a best effort to pay off the account, we would not shut off her service. Ms. Stras will have 24 hours to make the payment. A notice will be posted on her door. If payment is not made, the service will be shut off.

Personnel & Safety

A motion by Erpelding, second by Jacobson was approved to hire Steve Smedsrud as a part time liquor store clerk as of June 22; starting wage of \$8.00 per hour.

Reminder of the mock OSHA inspection scheduled for July 8 at 8:00 a.m.

Building & Equipment

A motion by Kinzler, second by Olson was approved to purchase a liner for the dump truck, estimated at \$711.57

Zoning

A request from Curt Eidal was discussed regarding changing the location of the driveway for the house that is being planned on North Shore Drive, Lots 13 & 14 of Gronner's Addition. The request is for the property owners to move the location to the city's access road instead of going directly to North Shore Drive. After some discussion regarding snow removal and service of the lift station the request was denied. Ann will contact property owners to inform them.

UNFINISHED BUSINESS

There was discussion regarding the Harms property. Some progress has been made, but more work needs to be done. He will be notified that we need access to the curb stop and manhole located behind the shop.

A down payment for the sidewalk work at Brendmoen's was made. Sidewalk will be completed when property owner finishes some drain tile work.

As there was no further business, the meeting adjourned at 8:03 p.m.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser