

CITY COUNCIL MINUTES

February 1, 2016

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 and Anita Gumphrey. James Hanson was absent.

The minutes and agenda were approved with three additions to new business by motion of Olson, second by Hoff.

CLERK/TREASURER REPORT

Ann informed the council the office would be closed on February 15, (President's Day) and the morning of the 25th.

The following bills were approved by motion of Hoff, second by Jacobson.

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| 95538 | USDA RURAL DEVELOPMENT | 51,865.25 |
| 95539 | USDA RURAL DEVELOPMENT | 10,565.00 |
| 95540 | EDA DEBT SERVICE | 1128.35 |
| 95541 | FARMERS STATE BANK | 1128.35 |
| 95542 | MN DEPT OF REVENUE-SALES TAX | 3571.00 |
| 95543 | MINNESOTA UI FUND | 700.00 |
| 20112 | UNDER-MART | 331.20 |
| 20113 | PAW PUBLICATIONS, LLC | 10.00 |
| 20114 | LIBERTY BUSINESS SYSTEMS, INC. | 50.29 |
| 20115 | TEAM ELECTRONICS | 589.95 |
| 20116 | OTTER TAIL POWER COMPANY | 2583.39 |
| 20117 | LEAGUE OF MINNESOTA CITIES | 600.00 |
| 20118 | BRIAN'S REPAIR | 392.42 |
| 20119 | BERT'S TRUCK EQUIPMENT | 1003.62 |
| 20120 | PAUSTIS WINE COMPANY | 152.00 |
| 20121 | ARTISAN BEER COMPANY | 94.00 |
| 20122 | JOHNSON BROTHERS LIQUOR CO. | 206.55 |
| 20123 | PHILLIPS WINE & SPIRITS INC. | 336.65 |
| 20124 | BEVERAGE WHOLESALERS INC. | 5733.40 |
| 20125 | PAYROLL | 67.97 |
| 20126 | PAYROLL | 555.95 |
| 20127 | PAYROLL | 396.50 |
| 20128 | PAYROLL | 386.50 |
| 20129 | TAG UP | 10.00 |
| 1760 | DENZELS REGION WASTE | 74.88 |
| 20136 | PAYROLL | 0.00 |
| 20138 | PAYROLL | 973.61 |
| 20139 | PAYROLL | 139.21 |
| 20140 | PAYROLL | 73.88 |
| 20141 | PAYROLL | 174.21 |
| 20142 | PAYROLL | 1041.79 |
| 20143 | PAYROLL | 226.48 |
| 20144 | PAYROLL | 73.88 |
| 20146 | PAYROLL | 1029.36 |
| 20147 | PAYROLL | 110.82 |
| 20148 | PAYROLL | 73.88 |
| 20149 | AMERICAN BOTTLING COMPANY | 95.68 |
| 20150 | FERGUS FALLS NEWSPAPERS INC. | 42.00 |

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| 20151 | VIKING COCA-COLA OF FERGUS FALLS | 40.92 |
| 20152 | H BOYD NELSON, INC. | 1744.31 |
| 20153 | MID-CENTRAL ICE, LLC | 26.30 |
| 20154 | DENZELS REGION WASTE | 166.14 |
| 20155 | VICTOR LUNDEEN COMPANY | 303.00 |
| 20156 | HAWKINS INC. | 183.26 |
| 20157 | FERGUSON WATERWORKS | 51.72 |
| 95544 | PUBLIC EMPLOYEES RETIREMENT ASSN. | 98.00 |
| 95545 | CITY OF UDNERWOOD | 73.88 |
| 95546 | CITY OF UNDERWOOD | 40.00 |
| 95547 | PUBLIC EMPLOYEES RETIREMENT ASSN. | 581.73 |
| 20158 | MINNESOTA AWWA | 135.00 |
| 95548 | PARK REGION MUTUAL TELEPHONE CO. | 413.97 |
| 95549 | GOPHER STATE ONE-CALL, INC. | 2.90 |
| 95550 | AT & T MOBILITY | 57.08 |
| 20159 | H BOYD NELSON, INC. | 2061.24 |
| 20160 | CANNON RIVER WINERY | 276.00 |
| 20161 | PHHILLIPS WINE & SPIRITS INC. | 2236.71 |
| 20162 | JOHNSON BROTHERS LIQUOR CO. | 1531.09 |
| 20163 | MVTL LABORATORIES, INC. | 41.25 |
| 20164 | LIBERTY BUSINESS SYSTEMS, INC. | 23.81 |
| 20165 | SIGNWORKS SIGNS & BANNERS, LLC | 80.53 |
| 20166 | MN DEPT OF HEALTH | 150.00 |
| 95551 | LAKE REGION ELECTRIC COOPERATIVE | 164.76 |
| 1761 | CLINE LARSON JENSEN, P.A. | 385.50 |
| 20167 | CLINE LARSON JENSEN, P.A. | 266.00 |
| 20168 | CARDMEMBER SERVICE | 309.75 |
| 20169 | PAYROLL | 344.92 |
| 20170 | PAYROLL | 912.32 |
| 20171 | PAYROLL | 1053.11 |
| 20172 | PAYROLL | 162.08 |
| 20173 | PAYROLL | 870.25 |
| 20174 | PAYROLL | 224.30 |
| 20175 | PAYROLL | 147.07 |
| 95552 | CITY OF UNDERWOOD | 40.00 |
| 95553 | CITY OF UNDERWOOD | 345.40 |
| 20176 | BEVERAGE WHOLESALERS INC. | 916.20 |
| 95555 | MN DEPT OF REVENUE | 330.85 |
| 95554 | PUBLIC EMPLOYEES RETIREMENT ASSN. | 538.95 |
| 95556 | FARMERS STATE BANK | 2634.02 |
| 95557 | WATER SYSTEM DEBT FUND | 3500.00 |
| 95558 | RD LOAN FUND | 900.00 |
| 95559 | SEWER IMPROVEMENT FUND | 4000.00 |
| 95560 | FARMERS STATE BANK | 481.88 |

MAINTENANCE REPORT

Ann informed the council that James would be at fire training classes through April and unable to attend the council meeting. After reviewing the estimate for concrete work at the treatment plant, the council asked that it be itemized. The priorities are the curb and vent in the chemical room and replacing the leaking fittings on the water lines. James is also recommending that the entire council tour the treatment plant to get a better understanding of what is needed and how it works.

The broom on the sweeper will need to be replaced. Ann will check as to when we replaced it. James asked that the council consider charging for services related to clearing the sidewalks again. After some discussion, the council approved a motion by Kinzler, second by Jacobson, to charge \$100.00 per

season for sidewalk clearing. This will help to cover costs related to repairs and maintenance to the equipment.

Budget & Finance

Ann reported that the interest payment for the PFA loan would be due on Feb 22 in the amount of \$2,968.35.

Street, Lighting, Parks & Recreation

The estimated cost for the seal coat project is \$7,645.00. A motion by Jacobson, second by Kinzler was approved to continue with the proposed project.

UNFINISHED BUSINESS

Ann informed the council that she received an email from John Waerzeggers regarding the condition of the house at 110 East Street South informing us that he quit claimed the property to Betty Windom-Kirsch. The council directed Ann to send the email to the attorney.

The clerk informed the council that Mike & Gail Maahs were interested in purchasing Parcel A of the Burlington Northern Subdivision. She has not heard from Jevnes regarding the full price offer for Parcel B from Matt Dreschel. The parcels will be sold to Maahs and Dreschel.

Anita addressed the council about the till shortages and that she would like to have an extra cash drawer. That way each shift would be start with the same amount and it would eliminate having customers waiting for a till count at shift change. She also asked that the till amount be changed. A motion by Hoff, second by Erpelding was approved to increase the liquor store till to \$650.00.

Bert reported on the Fire Association meeting. The dues and capital outlay for equipment will remain the same as 2015. The budget information is at the office.

Paul informed the council that there was discussion at the mayors meeting about LGA. He asked that the city pass a resolution to support continued funding. A motion by Hoff, second by Kinzler to adopt Resolution #0216-1 was approved. Roll call vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler, Olson Nays: none.

RESOLUTION #0216-1

RESOLUTION IN SUPPORT OF INCREASING LOCAL GOVERNMENT AID IN THE 2016 LEGISLATIVE SESSION

WHEREAS, Local Government Aid (LGA) is a critical need for our city and

WHEREAS, LGA provides funding to restrain property taxes on homeowners and businesses and

WHEREAS, LGA provides for basic services such as public safety, infrastructure and fire protection and

WHEREAS the legislature and state agencies have imposed unfunded mandates upon local cities, including increased pension requirements, expensive wastewater infrastructure costs, among other mandates, and

WHEREAS an LGA increase would help the City of Underwood do the following: Help cover extensive health care costs have rendered the city budget to withstand all these increases; and to help maintain a reasonable tax levy for a city our size.

WHEREAS, no Omnibus Tax Bill was passed by the 2015 legislature, thus freezing the LGA appropriation;

THEREFORE, BE IT RESOLVED that the City of Underwood supports an increase in the base appropriation for Local Government Aid of \$45.5 million effective for aid payable in 2017 and urges adoption of this proposal by the House and Senate.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the following: The legislators representing the City of Underwood, Speaker of the House Rep. Kurt Daudt, Senate Majority Leader Sen. Tom Bakk, House Tax Chair Rep. Greg Davids, Senate Tax Chair Sen. Rod Skoe, and Governor Mark Dayton.

Adopted by the Underwood City Council this the 1st day of February 2016.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser

Paul spoke with the council regarding membership in the Coalition of Greater MN Cities. A motion by Hoff, second by Kinzler was approved to join the organization if dues were under \$500.00.

Bert informed the council that Bryan Severson had spoken with him about his bill for 21,000 gallons of water. He said that there was no one living in the house located at 208 Main Street South. Ann informed the council that James had gone to the house with Mr. Severson and demonstrated that the meter was running accurately. After some discussion, a motion by Hoff, second by Jacobson was approved to give Severson a \$75.00 credit on the account.

As there was no further business, the meeting adjourned at 7:35 p.m.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser