

CITY COUNCIL MINUTES

August 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 James Hanson, Anita Gumphrey and Anna Kiser.

The agenda and minutes from the public hearing and regular meeting were approved by motion of Kinzler, second by Erpelding.

CLERK/TREASURER REPORT

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

20498	PAYROLL	43.86
20499	[PAYROLL	555.95
20500	PAYROLL	461.75
20501	PAYROLL	451.75
20502	POSTMASTER	470.00
20503	BEVERAGE WHOLESALERS INC.	9423.00
20504	GLACIAL RIDGE WINERY	134.04
20505	ZAINSKI BUSINESS SERVICE, INC.	171.00
20506	BREAKTHRU BEVERAGE MINNESOTA LLC	2979.29
20507	ARISAN BEER COMPANY	125.00
20508	PHILLIPS WINE & SPIRITS INC.	1644.98
20509	JOHNSON BROTHERS LIQUOR CO.	3624.50
20510	UNDER-MART	182.05
20511	DENZELS REGION WASTE	222.88
20512	ALEX POWER EQUIPMENT	33.12
20513	SUMMIT COMPANIES	282.50
20514	PAW PUBLICATIONS, LLC	30.80
20515	SVERDRUP TOWNSHIP	367.50
20516	FERGUSON WATERWORK #2516	28.23
20517	VICTOR LUNDEEN COMPANY	209.10
20518	VIKING COA-COLA OF FERGUS FALLS	441.48
95666	PUBLIC EMPLOYEES RETIREMENT ASSN.	34.87
95667	PUBLIC EMPLOYEES RETIREMENT ASSN.	98.00
95668	MN DEPT OF REVENUE-SALES TAX	5599.00
95669	MN DEPT OF REVENUE	343.54
20519	H BOYD NELSON, INC.	7673.18
95670	FARMERS STATE BANK	2579.45
20520	PAYROLL	0.00
20521	PAYROLL	73.88
20522	PAYROLL	934.89
20523	PAYROLL	1053.11
20524	PAYROLL	506.41
20525	PAYROLL	110.82
20526	PAYROLL	0.00
20527	PAYROLL	215.31
20528	PAYROLL	73.88
20529	PAYROLL	902.65
20530	PAYROLL	73.88
20531	PAYROLL	257.49
20532	DACOTAH PAPER CO.	287.42
95673	CITY OF UNDERWOOD	73.88
95674	CITY OF UNDERWOOD	46.52

95675	CITY OF UNDERWOOD	62.33
95676	PUBLIC EMPLOYEES RETIREMENT	634.57
95677	CITY OF UNDERWOOD	156.95
1786	OTTER TAIL COUNTY AUDITOR	523.69
20533	H BOYD NELSON, INC.	7931.45
20534	UNDERWOOD HARVEST FESTIVAL COMMITTEE	50.00
20535	MN MUNICIPAL BEV. ASSOC.	550.00
20536	MID-CENTRAL ICE, LLC	794.90
20537	UNDERWOOD MUSIC BOOSTERS	50.00
20538	SOUTHERN WINE & SPIRITS OF MN	702.26
20539	AMERICAN BOTTLING COMPANY	150.62
20540	ARTISAN BEE COMPANY	187.00
20541	PHILLIPS WINE & SPIRITS INC.	6255.67
20542	JOHNSON BROTHERS LIQUOR CO.	2777.03
20543	OTTER TAIL COUNTY HISTORIALMUSEUM	250.00
20544	BATTLE LAKE REF. & HTG.	775.93
20545	LIBERTY BUSINESS SYSTEMS, INC.	37.40
20546	ASHBY EQUITY	58.74
95678	GOPHER STATE ONE-CALL, INC.	18.90
95679	AT & T MOBILITY	57.14
95680	PARK REGION MUTUAL	425.71
95690	LAKE REGION ELECTRIC	167.40
20547	CARDMEMBER SERVICE	748.08
20548	OTTER TAIL POWER	1898.32
20549	BEVERAGE WHOLESALERS INC.	6592.55
20550	PAYROLL	21.44
20551	PAYROLL	903.86
20552	PAYROLL	1053.11
20553	PAYROLL	254.66
20554	PAYROLL	236.47
20555	PAYROLL	978.57
20556	PAYROLL	275.68
20557	PAYROLL	111.51
20558	UNDERWOOD HARVEST FESTIVAL	100.00
95681	CITY OF UNDERWOOD	30.00
95682	CITY OF UNDERWOOD	43.20
95684	MN DEPT OF REVENUE	333.17
20559	CITY OF UNDERWOOD	43.88
95683	PUBLIC EMPLOYEE RETIREMENT	593.16
95685	FARMERS STATE BANK	2553.92
95686	EDA OPERATING	1322.91
95687	WATER SYSTEM DEBT FUND	3250.00
95688	RD LOAN FUND	900.00
95689	SEWER IMPROVEMENT FUND	4000.00
95691	FARMERS STATE BANK	807.92

The clerk informed the council that we will be required to adopt a LEP Assessment & Language Access Plan as part of the Title VI Civil Rights Act of 1964 and as a requirement pertaining to our RD loans. Ann will start work on a plan.

She also informed the council of new law going into effect September first regarding temporary family health care dwellings. We will have to pass an ordinance if we choose to opt out of the requirements. A motion by Hoff, second by Erpelding was approved to set a public hearing, if necessary, for Sept 6 at 6:45. Ann will let the council know if a hearing will be necessary.

LIQUOR STORE REPORT

No report.

MAINTENANCE REPORT

No report

Budget & Finance

Ann reminded the council that the preliminary budget will have to be approved in September. She informed the council that the PFA payment in the amount of \$38,968.35 is due August 22.

Street, Lighting, Parks & Recreation

There was discussion regarding the cotton wood tree at 113 Northern Ave. Ann has a work order in to Otter Tail Power. Jim will get 3 estimates to have the tree removed.

UNFINISHED BUSINESS.

A motion by Hoff, second by Erpelding was approved to notify the property owner of the burned out house located at 110 East Street to remove the property outside that she wants to keep by August 5th as demolition will begin the week of August 8.

NEW BUSINESS

The policy regarding the security camera access was tabled until September.

As there was no further business, the meeting adjourned at 7:30 p.m.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser