

## CITY COUNCIL MINUTES

July 11, 2016

The regular meeting of the Underwood City council was called to order at 7:20 p.m. Persons present were Paul Hoff, Rick Jacobson, Jim Erpelding and Bert Kinzler. Marilyn Olson was absent. Also present were James Hanson, Anita Gumphrey and Anna Kiser.

The minutes and agenda, as amended, were approved by notion of Kinzler, second by Erpelding.

### CLERK/TREASURER REPORT

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

20436	PAYROLL	83.11
20437	PAYROLL	555.95
20438	PAYROLL	461.75
20439	PAYROLL	451.75
20440	UNDERWOOD FIRE DEPT.	3100.00
20441	H BOYD NELSON, INC.	9976.30
95647	MN DEPT OF REVENUE-SALES TAX	5106.00
20442	POSTMASTER	408.00
95648	PUBLIC EMPLOYEE RETIREMENT ASSN.	98.00
95649	EDA DEBT SERVICE	1128.35
95650	FARMERS STATE BANK	933.79
20443	PROBUILD	81.27
1780	DENZEL'S REGION WASTE	74.88
1781	DAN RUHLAND PLMG & HTG. INC.	128.90
1782	CARLSON HIGHLAND & CO., LLP	615.00
20434	VIKING COCA-COLA	306.10
20435	AMERICAN BOTTLING COMPANY	3.32
20444	TIFFANY SCHLESKE	25.00
20445	MID-CENTRAL IC, LLC	347.40
20446	H BOYD NELSON, INC.	7950.60
20447	BREAKYTHRU BEVERAGE MINNESOTA LLC	1723.81
20448	RADIO ACCOUNTING SERVICE	180.00
20449	BELLBOY CORP.	1747.70
20450	VINOCOPIA	785.21
20451	BEVERAGE WHOLESALERS INC.	3310.15
20452	PHILLIPS WINE & SPIRITS INC.	820.00
20453	JOHNSON BROTHERS LIQUOR CO.	603.40
20454	TORDENSKJOLD TWONSHIP	235.88
20455	UNDER-MART	131.00
20456	DENZELS REGIONS WASTE	222.88
20457	FERGUS WATERWORK	192.42
20458	PAW PUBLICATIONS, LLC	93.55
20459	OUTDOOR RENOVATIONS	458.90
20460	CARLSON GHIGHLAND & CO. LLP	11,685.00
20461	MVTL LABORATIES INC.	93.75
20462	CLINE LARSON JENSEN, P.A.	2321.50
20463	OTTER TAIL COUNTY TREASURER	98.61
20464	PAYROLL	113.75
20465	PAYROLL	73.88
20466	PAYROLL	999.14
20467	PAYROLL	1053.11
20468	PAYROLL	534.54
20469	PAYROLL	110.82
20470	PAYROLL	0.00

20471	PAYROLL	73.88
20472	PAYROLL	881.18
20473	PAYROLL	73.88
20474	PAYROLL	235.27
20475	PAYROLL	124.67
95652	CITY OF UNDERWOOD	73.88
95653	CITY OF UNDERWOOD	44.24
95654	PUBLIC EMPLOYEES RETIREMENT ASSN.	666.33
95659	UNITARIAN CHURCH	3539.25
95660	UNITARIAN CHURCH	1306.20
95672	GOPHER STATE-ONE CALL, INC.	13.50
95655	PARK REGION	420.91
95656	LAKE REGION ELECTRIC	167.92
95657	AT & T MOBILITY	57.11
95658	CITY OF UNDERWOOD	316.90
20476	H BOYD NELSON, INC.	11,173.30
20477	BEVERAGE WHOLESALERS INC.	5820.15
20478	SOUTHER WINE & SPIRITS OF MN	2239.43
20479	NORTHERN VINEYARDS	90.00
20480	INDIAN ISLAND WINERY	611.04
20481	JOHNSON BROTHER LIQUOR CO.	1561.25
20482	PHILLIPS WINE & SPIRITS INC.	4755.50
20483	BATTLE LAKE REF. & HTG.	237.28
20484	TORQBUDDY LLC	1000.00
20485	LIBERTY BUSINESS SYSTEMS, INC.	37.40
20486	CAN SURETY	287.50
20487	OTTER TAIL POWER COMPANY	2182.29
20488	UNDERWOOD FIRE DEPT.	1050.00
1783	NORSON WINDOW & GLASS	670.00
1784	CARMEMBER SERVICE	12.88
20489	CARDMEMBER SERVICE	952.04
20490	PAYROLL	0.00
20491	PAYROLL	949.00
20492	PAYROLL	1053.11
20493	PAYROLL	425.76
20494	PAYROLL	111.43
20495	PAYROLL	857.62
20496	PAYROLL	196.37
20497	PAYROLL	120.05
95661	PUBLIC EMPLOYEES RETIREMENT ASSN.	612.15
1785	PAYROLL	163.82
95663	WATER SYSTEM DEBT FUND	3250.00
95664	RD LOAN FUND	900.00
95665	SEWER IMPROVEMENT FUND	4000.00
95671	FARMERS STATE BANK	823.71

#### LIQUOR STORE REPORT

Anita asked for permission to donate a sweatshirt and a \$50 gift certificate to the raffle being put on for the City Beautification Project (flowers). A motion by Hoff, second by Erpelding approved the donation.

Anita also mentioned that Gene Bjorklund inquired about a trade of his property on Frontage Ave for the old ball park. There was no motion to take action.

#### MAINTENANCE REPORT

James asked to readdress purchasing a dump box for the truck. He doesn't feel it is needed at this time and there are other things that have priority.

The mower needs to be replaced. Info was emailed and handed out. After some discussion, a motion by Erpelding, second by Kinzler was approved to purchase the Kaboda for \$16,100 with trade in.

James also asked that the wages for Steve Thompson be increase to \$10.50 per hour. A motion by Erpelding, second by Hoff approved the increase.

Budget & Finance

Ann asked that the wages for election judges be increase to \$10.00, and head judge to \$12.00. A motion by Kinzler, second by Erpelding approved the increase.

Street, Lighting, Parks & Recreation

James informed the council that Sverdrup Township is asking that the city pay for the gravel for that portion of Norway Lake Road that is in city limits. A motion by Hoff, second by Kinzler approved the purchase for \$446.25 for gravel.

NEW BUSINESS

A motion by Kinzler, second by Jacobson was approved to adopt Resolution #0716-2. Roll call vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler; Nays: None; Absent: Olson.

**RESOLUTION #0716-2**  
**RESOLUTION TO APPROVE APPOINTMENT OF ELECTION JUDGES**

**WHEREAS,** the City Council of the City of Underwood is required by MS 204B.21, Sec. 2, to officially approve the appointment of election judges; and

**WHEREAS,** the City of Underwood hereby adopts the judges listed on Exhibit 1, hereto attached, as the official judges for the August 9 State Primary, and the November 8, 2016 General Election, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits.

**NOW, THEREFORE, BE IT RESOVED,** by the City Council of the City of Underwood that the names listed on Exhibit 1, hereto attached, are the Official Election Judges for the City of Underwood, State Primary on August 9 and the General Election on November 8, 2016.

Adopted by the City Council of the City of Underwood, Minnesota this 11<sup>th</sup> day of July 2016.

\_\_\_\_\_  
Mayor Paul Hoff

ATTEST: \_\_\_\_\_  
City Clerk Anna Kiser

A motion by Hoff, second by Jacobson was approved to adopt Resolution #0716-3. Roll call vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler; Nays: None; Absent: Olson

**RESOLUTION #0716-3**  
**RESOLUTION TO REQUEST OTTER TAIL COUNTY TO ASSIST IN THE ABATEMENT OF THE HAZARD**  
**LOCATED AT 110 EAST STREET SOUTH**

**WHEREAS**, the City of Underwood does hereby request that Otter Tail County assist with the abatement of the hazard located at 110 East Street South in the City of Underwood, and

**WHEREAS**, all costs incurred by the City and Otter Tail County will be assessed to the real property, pursuant to the Voluntary Consent and Agreement by the Owners of 110 East Street, dated May 2, 2016.

Adopted by the Underwood City Council this the 11<sup>th</sup> day of July 2016.

\_\_\_\_\_  
Mayor Paul Hoff

ATTEST: \_\_\_\_\_  
City Clerk Anna Kiser

Ann informed the council that the Battle Lake Review will be running a “Happy 125<sup>th</sup> Birthday” page for the City of Battle Lake. She presented options. A 1/8 page ad was approved.

The policy regarding the security camera was tabled until August.

As there was no further business, the meeting adjourned at 8:00 p.m.

\_\_\_\_\_  
Mayor Paul Hoff

ATTEST: \_\_\_\_\_  
City Clerk Anna Kiser