

## CITY COUNCIL MINUTES

May 2, 2016

The Underwood City Council meeting was called to order at 7:10 p.m. Persons present were Paul Hoff, Rick Jacobson, Bert Kinzler and Marilyn Olson. Jim Erpelding was absent. Also present were Anita Gumphrey, James Hanson and Anna Kiser. Guest was Barry Fitzgibbons from the OTC Sheriff's Department.

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

Lt. Fitzgibbons addressed the council regarding installing a street camera to enhance public safety. He will also be addressing the OTC Board of Commissioners regarding the same. His thoughts would be to use Underwood as a pilot project to see how the system works and what it is capable of. This would be for small cities that do not have their own police force. The City would be the administrator of the system and would be the only one to allow access. The public would be allowed access only for live action, (to view what is currently being filmed).

In researching possible companies, he felt that Arvig Communications had the best most reasonable system. The estimated cost for start-up would be about \$4700 and a \$30 monthly service fee if we decide to keep the system. There would be a 90 day memory for 1 camera; 45 day with 2 cameras. Lt. Fitzgibbons will keep the city updated as to what the Board says about the project. The clerk will keep members updated on the progress.

After some discussion, the City will decide to wait until after the Board meets and more information is available.

### CLERK/TREASURER REPORT

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

20301	PAYROLL	61.59
20302	PAYROLL	555.95
20303	PAYROLL	461.75
20304	PAYROLL	451.75
95599	EDA DEBT SERVICE	1128.36
95600	FARMERS STATE BANK	1128.35
95601	MN DEPT OF REVENUE	313.22
95604	MINNEOTA UI FUND	270.00
20305	PAYROLL	235.66
20306	PAYROLL	73.88
20307	PAYROLL	768.48
20308	PAYROLL	1053.11
20309	PAYROLL	372.17
20310	PAYROLL	110.82
20311	PAYROLL	0.00
20312	PAYROLL	73.88
20313	PAYROLL	996.23
20314	PAYROLL	73.88
20315	PAYROLL	81.45
95602	FARMERS STATE BANK	2360.61
95603	PUBLIC EMPLOYEES RETIREMENT ASSN.	98.00
95606	CITY OF UNDERWOOD	73.88
95607	CITY OF UNDERWOOD	45.00

95609	MN DEPT OF REVENUE-SALES TAX	3431.00
20316	RON RUNNINGEN	400.00
20317	BEVERAGE WHOLESALERS INC.	1661.05
20318	BREAKTHRU BEVERAGE MINNESOTA LLC	1366.16
20319	VIKING COCA-COLA OF FERGUS FALLS	292.90
20320	MID-CENTRAL ICE, LLC	92.60
20321	H BOYD NELSON, INC.	7882.28
20322	JOHNSON BROTHERS LIQUOR CO.	270.90
20323	PHILLIPS WINE & SPIRITS INC.	563.83
95608	PUBLIC EMPLOYEES RETIREMENT ASSN.	633.38
1769	SHERWIN-WILLIAMS	172.71
1770	CORY FEIGUM PAINTING	675.00
1771	BEN HOEPER	653.00
1772	SERVICE MASTER	102.01
1773	DENZELS REGION WASTE	74.88
1774	OTTER TAIL COUNTY TREASURER	136.00
20324	DENZELS REGION WASTE	166.14
20325	UNDER-MART	266.00
20326	M-R SIGN CO., INC.	134.25
20327	COOPERS TECHNOLOGY GROUP	41.22
20328	VICTOR LUNDEEN COMPANY	11.00
20329	ASHBY EQUITY ASSN.	204.34
20330	PAW PUBLICATINS, LLC	10.00
20331	HAWKINS INC.	2412.07
20332	LEAGUE OFMINNESOTA CITIES	75.00
20333	OTTER TAIL COUNTY TRASURER	102.00
95610	EDA OPERATING	853.00
95611	PARK REGION	416.20
95612	GOPHER STATE ONE-CALL, INC.	2.90
95613	AT & T	57.05
95614	LAKE REGION ELECTRIC	179.30
95615	CITY OF UNDERWOOD	302.50
20334	PAYROLL	262.70
20335	PAYROLL	1045.29
20336	PAYROLL	1053.11
20337	PAYROLL	462.21
20338	PAYROLL	916.04
20339	PAYROLL	194.58
95619	CITY OF UNDERWOOD	45.00
95616	PUBLIC EMPLOYEES RETIREMENT ASSN.	693.63
20340	ANITA GUMPHREY	92.61
1775	OTTER TAIL POWER COMPANY	26.59
20341	PAUSTIS WINE COMPANY	343.00
20342	H BOYD NELSON, INC.	1290.10
20343	BEVERAGE WHOLESALERS INC.	1235.20
20344	PHILLIPS WINE & SPIRITS, INC.	1390.73
20345	JOHNSON BROTHERS LIQUOR CO.	1528.19
20346	OLSON'S FURNITURE	4100.00
20347	LIBERTY BUSINESS SYSTEMS, INC.	37.05
20348	UNDERWOOD FIRE DEPT.	400.00
20349	MVTL LABORATORIES, INC.	93.75
20350	LEAGUE OF MN CITIES INS. TRUST	224.00
20351	HUGHES LIFT STATION SERVICE, INC.	582.20
20352	BRIAN'S REPAIR	185.00
20353	SHELL PAYMENT CENTER	43.22
20354	FERGUS POWER PUMP INC.	260.00
20355	ALEX POWER EQUIPMENT	66.47

20356	TAG UP	263.90
20357	CARDMEMBER SERVICE	890.67
20358	OTTER TAIL POWER COMPANY	2164.39
20359	LEAGUE OF MN CITIES INS. TRUST	739.20
95618	MN DEPT OF REVENUE	310.37
95619	FARMERS STATE BANK	2460.61
95620	FARMERS STATE BANK	423.53
95624	WATER SYSTEM DEBT FUND	3250.00
95625	RD LOAN FUND	900.00
95626	SEWR IMPROVEMENT FUND	4000.00

## MAINTENANCE REPORT

James informed the council that the water tower is due for inspection & maintenance. We received an estimate from General Construction in the amount of \$1500. A motion by Kinzler, second by Hoff approved the estimate.

James informed the council that he would be at school May 10 -14. Steve will do daily monitoring and mowing and Bert will backwash on May 12.

He also asked about getting garbage can(s) from Denzel's for the Lions Shelter. A motion by Hoff, second by Jacobson was approved to have a 65 gallon cart at Centennial Park from May 1 to October 1.

### Street, Lighting, Parks & Recreation

A motion by Hoff, second by Erpelding was approved to accept the bid of \$7,288 for seal coat.

### Water & Sewer

A public hearing for the revised Wellhead Plan has been set for July 11, 2016 at 7:00 p.m.

### Personnel & Safety

A motion by Hoff, second by Kinzler was approved to hire Tasha Bohn as a liquor store clerk as of April 23 at \$9.00, with the previously approved increase to \$10.00 per hour on May 1.

### Zoning

Ann informed the council that a request from Ed Hawthorne for a permit to build a garage before the house is constructed on the north shore. Clerk will inform applicant that the 5 year \$500 permit would apply in this case.

The clerk also informed the council that 3 permits were issued in April for 2 new homes and a garage.

## UNFINISHED BUSINESS

Ann informed the council that the property owners at 110 East St South have requested 2 weeks to remove personal property. After speaking with the attorney, it is recommended that the payback be 5 years. A motion by Hoff, second by Olson was approved to allow property owners 2 (Two) weeks to removed property and that payback for all costs incurred by the City be assessed over a period of 5 (Five) years.

## NEW BUSINESS

Paul summarized the Mayors Conference. He also inquired about the possibility of moving the liquor store to the highway. Anita said that she has been doing research on it.

A motion by Hoff, second by Jacobson was approved to contract with Fergus Power Pump to apply dust control to North Shore Drive.

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

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Mayor Paul Hoff

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