

CITY COUNCIL MINUTES

April 4, 2016

The Underwood City Council meeting was called to order at 7:00 p.m. Persons present were Paul Hoff, Rick Jacobson, Jim Erpelding and Bert Kinzler. Marilyn Olson was absent. Also present were Anita Gumphrey, James Hanson and Anna Kiser.

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

CLERK TREASURE REPORT

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

20243	PAYROLL	42.48
20244	PAYROLL	555.95
20245	PAYROLL	461.75
20246	PAYROLL	451.75
95581	EDA DEBT SERVICE	1128.35
95582	FARMERS STATE BANK	1128.35
95583	PUBLIC EMPLOYEES RETIREMENT ASSN.	98.00
95584	MN DEPT OF REVENUE-SALES TAX	3142.00
1765	DENZELS REGIN WASTE	74.88
20247	PAYROLL	369.86
20248	PAYROLL	73.88
20249	PAYROLL	932.08
20250	PAYROLL	1053.11
20251	PAYROLL	386.53
20252	PAYROLL	110.82
20253	PAYROLL	0.00
20254	PAYROLL	73.88
20255	PAYROLL	893.09
20256	PAYROLL	73.88
20257	PAYROLL	185.53
20258	PAYROLL	18.17
20259	DENZELS REGION WASTE	166.14
20260	BEVERAGE WHOLESALERS INC.	951.95
20261	FERGUS FALLS NEWSPAPERS INC.	259.00
20265	BREAKTHRU BEVERAGE MINNESOTA, LLC.	2320.52
20263	MID-CENTRAL ICE, LLC	48.00
20264	PHILLIPS WINE & SPIRITS INC.	408.75
20265	JOHNSON BROTHERS LIQUOR CO.	1069.25
20266	VIKING COCA-COLA OF FERGUS FALLS	101.30
20267	AMERICAN BOTTLING COMPANY	186.20
20268	H BOYD NELSON, INC.	5696.40
20269	MN MUNICIPAL BEV. ASSOC.	585.00
95587	CITY OF UNDERWOOD	73.88
95588	CITY OF UNDERWOOD	35.00
20270	LEAGUE OF MINNESOTA CITIES	90.00
20271	LEAGUE OF MN CITIES INS. TRUST	5132.00
20272	VICTOR LUNDEEN COMPANY	21.00
20273	COOPERS TECHNOLOGY GROUP	218.32
20274	UNDER-MART	102.62
20275	HAWKINS INC.	475.00
20276	FERGUSON WATERWORKS	22.90
95586	PUBLIC EMPLOYEES RETIREMENT ASSN.	546.58
20277	ASHBY EQUITY ASSN.	332.89
20278	DEPARTMENT OF NATURAL RESOURCES	35.00

20279	UNDERWOOD FIRE DEPT.	23,395.32
95589	CITY OF UNDERWOOD	352.00
1766	OTTER TAIL POWER COMPANY	27.47
1767	CARDMEMBER SERVICE	8.07
20280	BEVERAGE WHOLESALERS INC.	4355.43
20281	H BOYD NELSON, INC.	6135.79
20282	VINOCOPIA	394.50
20283	JOHNSON BROTHERS LIQUOR CO.	1138.38
20284	PHILLIPS WINE & SPIRITS INC.	1339.26
20285	ARTISAN BEER COMPANY	134.00
20286	PAYROLL	253.05
20287	PAYROLL	695.15
20288	PAYROLL	1053.11
20289	PAYROLL	373.77
20290	PAYROLL	869.32
20291	PAYROLL	99.56
20292	OLSON OIL CO.	115.21
20293	LAKES COUNTRY SERVICE O-OP	111.88
20294	LIBERTY BUSINESS SYSTEMS, INC.	37.05
20295	MVTL LABORATORIES, INC.	121.25
20296	ALEX POWER EQUIPMENT	352.03
20297	OTTER TAIL POWER COMPANY	2466.98
20298	CARDMEMBER SERVICE	132.02
20299	CLINE, LARSON, JENSE, P.A.	90.00
95590	AT & T MOBILITY	57.08
95591	LAKE REGION ELECTRIC COOPERATIVE	164.86
95592	PARK REGION MUTUAL TELEPHONE	417.37
95593	GOPHER STATE ONE-CALL, INC.	2.90
95594	CITY OF UNDERWOOD	35.00
95595	PUBLIC EMPLOYEES RETIREMENT ASSN.	599.75
1768	LEAGUE OF MN CITIES INS. TRUST	2397.56
20300	LEAGUE OF MN CITIES INS. TRUST	10,457.44
95596	WATER SYSTEM DEBT FUND	3250.00
95597	RD LOAN FUND	900.00
95598	SEWER IMPROVEMENT FUND	4000.00
95605	FARMERS STATE BANK	383.22

MAINTENANCE REPORT

James reported that the electric work at the liquor store, lift stations and treatment plant were done. Bill Hughes will be coming to perform cleaning and maintenance on all the lift stations.

James asked about rip-rap on the beach between the docks. Rick told him to clean the beach area out and add sand also. James asked about hiring a street sweeper to clean up all the streets. He will check with the county and get estimates.

He also asked about putting the fencing around the water tower and plant area as we had the fence and would need a post hole digger and posts. This was put on hold.

James informed the council that he was planning on taking a vacation from June 24 to July 5. He will ask Steve to do the daily readings and mowing. Bert will do the backwashing.

Water & Sewer

There are a number of hydrants in yards that are apparently being used and that are not metered. There was discussion about rates, whether the property owner would buy the meter or if it would be city owned, and the length of time they would be allowed to be operational. A motion by

Hoff, second by Erpelding was approved to adopt Resolution #0416-1. Roll Call Vote: Ayes; Hoff, Jacobson, Erpelding, Kinzler; Nays: None; Absent: Olson.

RESOLUTION #0416-1
RESOLUTION TO AMEND ORDINANCE #77 PART 1, Sec. G. SEASONAL USAGE

WHEREAS, the Underwood City Council has determined that outside hydrants are being used for seasonal purposes, and

WHEREAS, as this usage has not been metered it cannot be accounted for;

THEREFORE, BE IT RESOLVED the following additions will be made to Ordinance #77, Part 1, and shall be known and published as Part 1. Sec. G. Seasonal Usage;

Subd. 1. The owner of the property where above mentioned hydrants are located must complete a separate application for said meter

Subd. 2. Seasonal meters will be provided by the City and will remain property of the City

Subd. 3. Usage will be allowed from May 1 through October 1, which shall be defined as Seasonal Usage.

Subd 4. The rate for usage will be the same as listed on the fee schedule for water.

AND BE IT FURTHER RESOLVED that said changes will become effective May 1, 2016.

Adopted by the Underwood City Council this the 4th day of April 2016.

_____ ATTEST: _____
Mayor Paul Hoff City Clerk Anna Kiser

Personnel & Safety

Anita asked the council to consider raising the minimum wage to \$10.00 an hour to better compete with area cities. She is looking for another part time person for the liquor store. After some discussion a motion by Hoff, second by Kinzler was approved to raise the beginning wage for Level 1 employees to \$10.00; Lauri Hanson and Lorraine Stratton will be raised to \$10.50 per hour; to go into effect on May 1, 2016.

UNFINISHED BUSINESS

The city attorney requested an official order from the city regarding the demolition of the house located at 110 East Street South. A motion by Erpelding, second by Jacobson was approved to adopt Resolution #0416-2. Roll Call Vote: Ayes: Hoff, Jacobson, Erpelding, Kinzler; Nays: None; Absent: Olson.

RESOLUTION #0416-2
DEMOLITION OF BUILDING AT 110 EAST STREET SOUTH

WHEREAS, the Underwood City Council has reviewed the condition of the house and property located at 110 East Street South, Underwood Minnesota, and

WHEREAS, the Underwood City Council by review of the property, the damage and debris, has determined that the buildings are hazardous, and that in the interest of safety, the buildings should be demolished and razed.

THEREFORE, the Underwood City Council hereby orders that property owners, John Waerzeggers and Betty Windom-Kirsch, that the buildings located at 110 East Street South, Underwood, Minnesota be demolished and razed and that all the material, debris and waste from the same be removed and cleaned from the property. The demolition and clean-up work here so ordered shall be completed within 20 days of the date of the service of this order.

AND THEREFORE, if this order is not complied with, and corrective action taken as specified herein and within 20 days of the date of service of the same, or if an answer is not served and filed for the same within 20 days of service of this order, a motion for summary enforcement of the order will be made to the Seventh Judicial District Court, Otter Tail County, State of Minnesota, to authorize the City of Underwood to take corrective action by completing the demolition, razing and clean-up work and assessing the costs and expenses of the same against the property located at 110 East Street South, Underwood, Minnesota.

Adopted by the Underwood City Council this the 4th day of April 2016.

Mayor Paul Hoff

ATTEST: _____
City Clerk Anna Kiser

After some discussion, a motion by Erpelding, second by Jacobson was approved to not join the Coalition of Greater MN Cities.

NEW BUSINESS

Bert informed the council that he was receiving a lot of comments regarding Marty Harms property. Jim also said that he was hearing the same about both the lake property as well as the rental property. A motion by Erpelding, second by Kinzler was approved to fine Mr. Harms \$250 for a first violation for the property located at 307 Main Street North, and a \$250 fine for a first violation for the property located at 204 East Street South.

There was discussion about purchasing a hoist for the truck. It was estimated at \$4500.00. A motion by Hoff, second by Erpelding was approved to amend the motion made at the March 4 meeting to increase the estimated cost from \$3500 to \$4500.

James reported someone had vandalized the caboose with a chalk drawing. The rain washed most of the impression off.

As there was no further business, the meeting adjourned at 7:40 p.m.

Mayor Paul Hoff

ATTEST:

City Clerk Anna Kiser