

CITY COUNCIL MINUTES

October 13, 2025

The regular meeting of the Underwood City Council was called to order at 5:30 p.m. Persons present were Mayor Anna Kiser, Tim Hammes, Todd King, Logan Solberg, and Nicole Woodman. Also present, Judy Everett and Lorrie Poser.

A motion was made by Solberg and seconded by King, to accept the agenda and minutes as presented. All in favor, none opposed. Motion passed.

PUBLIC FORUM:

GUESTS: Curtis & Michelle Jundt, Doris Loe, Griffin Peck – WCI, Tasha Rohlfs – Otter Tail Lakes Country

Curt turned in a citizen complaint form regarding the patch job on the turn around at the west end of Woodland Avenue and why the maintenance man drives by his house so often. Council is looking into fixing the road properly and will talk to James.

Griffin Peck from West Central Initiative gave a presentation on Solar Cohort for municipal buildings. WCI would help with securing project funding including rebates, tax credits, grants, and financing. The Liquor Store would benefit from using solar energy.

Tasha Rohlfs from Otter Tail County Magazine asked about advertising in the magazine for \$1,000.00, with a sponsor it would be 25% off.

CLERK/TREASURER REPORT

The following bills: checks #26957-27014; auto pays #97990-98013; total \$753,257.74 were approved by a motion made by Woodman and seconded by Solberg. All in favor, none opposed. Motion carried.

Motion to keep voter accountability allocation of \$53.72 made by Woodman and seconded by King. All in favor, none opposed. Motion carried.

LIQUOR STORE REPORT

Lorrie will attend MMBA Training on October 29. Inventory on October 12 went well. Over 90% accuracy.

MAINTENANCE REPORT

BUDGET AND FINANCE

Motion to approve Carlson SV Audit for 2025, \$21,600.00 was made by Woodman and seconded by King. All in favor, none opposed. Motion carried.

PERSONNEL & SAFETY

Motion to approve termination of Lisa Johnson on 9/16, hiring Brianna Moen for Liquor Store Clerk on 9/19, hiring Lorrie Poser for Liquor Store Manager on 9/29 made by King and seconded by Woodman. All in favor, none opposed. Motion carried.

UNFINISHED BUSINESS

Personnel Policy was tabled.

NEW BUSINESS

Kali Coehn sent an email to inform us that her and Savanna Shebeck will no longer be part of the Community Christmas event. Miranda LeRoy and Carissa Heeter will continue to do the Santa portion of the event but not the Christmas Tree lights. Asked if we could find someone to make sure all lights are in working order and presentable for the month of December. Judy will check with Park Region and Steve Bush to help with boom truck.

Regarding goats for weed control. Looked at what Fergus Falls has for an ordinance and permit. We will write up an ordinance to amend the Animal Ordinance and a permit for goats. Council agreed to \$50 for a yearly permit for business with the goats.

The request from Delores Peterson for re-imbursement of money paid for Foss Log Cabin was denied. The bills need to be approved first.

Anna Kiser requested to be paid \$1,000 per month for work done at the Liquor Store. Council had more questions. Will re-visit.

Council did not sign contracts from OTC for 2026 Seal Coat and Traffic Marking Projects.

Motion to not waive monetary tort limits was made by Hammes and seconded by King. All in favor, none opposed. Motion carried.

Motion to close regular meeting was made by Woodman and seconded by King.

At 7:10 P.M. the meeting was closed pursuant to M.S. §13D.05, sub. 3(b) for the purpose of complete confidentiality for the employees.

Motion to open closed meeting was made by Woodman and seconded by King at 7:15.

Motion to close closed meeting was made by Solberg and seconded by Hammes at 7:40

Motion to open regular meeting was made by King and seconded by Woodman

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

_____	ATTEST	_____
Mayor Anna M Kiser		City Clerk Judy Everett