

CITY COUNCIL MINUTES

March 10, 2025

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

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

GUESTS: Doris Loe, Anita Bangs, Patty Thomson and Char Woldahl

PUBLIC FORUM Anita talked about the Facebook Page for the Liquor Store. It is a link on her personal Facebook page. Katie and Anita agreed to work together on the Facebook page. Anita also gave the password for the prtcl email where most of the invoices come to. Char Woldahl gave an update on what she is planning for the trailers her father (Wes Shaeffer) purchased from Mike Harms. Patty Thompson asked about her water bill at 209 Cleveland Ave W. Judy will check to make sure it is billing for only connection fee.

CLERK/TREASURER REPORT

The following bills: checks #26578-26620; auto pays #97826-97854; total \$92,882.90 were approved by a motion made by Solberg and seconded by Woodman. All in favor, none opposed.

Judy gave an update on gWorks. There still is not a 'go live' date for the new billing software. She wants to abandon gWorks and go with another company, it has been over 4 months with no progress. She checked into Banyon again and they created Banyon Light software because of the large influx of UBMax customers going with them. She presented it to the Council and Hammes made a motion and King seconded to approve changing to Banyon.

Judy requested input for the Spring Newsletter.

Dean Birkland will attend the May 12 meeting to present the audit.

LIQUOR STORE REPORT

Katie discussed the plans she will implement for the Liquor Store as manager. All employees and Katie will need server training. Katie will set this up.

Motion by Woodman and seconded by Solberg to approve the resignation of Anita Bangs as of March 5, 2025. All in favor, none opposed. Motion passed.

Motion by Woodman and seconded by Hammes to approve the hiring of Katie Herbold for Liquor Store Interim Manager and Roy Kiser for Liquor Store Clerk as of February 26, 2025. All in favor, none opposed. Motion passed.

Motion by Solberg and seconded by Woodman to approve hiring Katie Herbold as Liquor Store Manager as of March 10 at \$22.00 per hour and a 6-month probation period. All in favor, none opposed. Motion passed.

MAINTENANCE REPORT

Per James the pumps and motors will need replacing on the well. This is included in the proposal for the new Water Treatment Facility. Also included is to replace mixer pump in water tower.

Gravel is up \$2.00 per yard. Sverdrup Township will order this for North Shore Drive and the Ballpark Road (German Lake Road).

A motion by King and seconded by Woodman to accept Fergus Power Pump contract for dust control at \$1.32 per foot. All in favor. None opposed. Motion passed.

A motion by Solberg and seconded by King to accept Performance Paving estimate to repair Centennial Ave E this summer at \$12,688.00. All in favor. None opposed. Motion passed.

James and Logan will work on getting the cement work done at the lake and put the dock in.

UNFINISHED BUSINESS

The Personnel Policy was tabled until the April meeting.

Discussed what material to use for the Bicentennial Park sign at Bass Lake. Judy will call M & R Signs and JH Signs to get quotes.

NEW BUSINESS

Motion to adopt Resolution 0325-1 approving Underwood Fire and Rescue to conduct off-site Charitable gambling was made by King and seconded by Solberg. Roll Call: Ayes: Kiser, King, Solberg, Woodman; Nays: None. Absent: Hammes Motion was adopted.

RESOLUTION #0325-1

ALLOWING UNDERWOOD FIRE AND RESCUE TO CONDUCT OFF-SITE CHARITABLE GAMBLING

BE IT RESOLVED by the Council of the City of Underwood, County of Otter Tail, State of Minnesota that the City will allow for the Underwood Fire & Rescue to conduct Off-Site Charitable Gambling at Stockman's Tavern located at 107 Main Street South in the City of Underwood in the form of pull tabs.

Adopted by the City Council of Underwood Minnesota this 10th day of March 2025.

ATTEST: _____

Mayor Anna M Kiser

City Clerk Judy Everett

Burn Site rules were reviewed. No changes were made. Motion by Solberg and seconded by Woodman to approve Burn Site Rules. All in favor, none opposed. Motion passed.

Discussion on insurance for Foss Log Cabin, if everything will be covered. Judy will check with Aaron at Sverdrup Insurance.

Woodman agreed to help Kiser clean up the flower bed at the cabin and Bass Lake.

Will order flowers from Swedberg's again this year for the flowerpots along Main Street. Will check if Boy Scouts would do the planting same as last year.

As there was no further business, a motion made by Solberg and seconded by King adjourn meeting at 6:57.

ATTEST _____

Anna M Kiser

City Clerk Judy Everett