**CITY COUNCIL MINUTES**

**February 12, 2024**

 The regular meeting of the Underwood City Council was called to order at 7:00 p.m. Persons present were Anna Kiser, Tim Hammes, Todd King, and Logan Solberg. Also present, Anita Gumphrey and James Hanson. Absent Rick Jacobson

 A motion by Hammes, seconded by King was approved to accept the agenda and minutes.

Guests Doris Loe

PUBLIC FORUM Doris Loe voiced concern about the intersection of State Highway 210 and County Highway 35 and would like to look more into getting stoplights, 4-way stop or reduced speed.

 Will send her information on our meeting in April with MNDOT regarding this.

CLERK/TREASURER REPORT

The following bills were approved by motion of King and seconded by Solberg: Checks #25860-25924; auto pays #97507-97533; total $148,023.72.

LIQUOR STORE REPORT

 Anita will be gone February 26 and 27.

 Anita needs to fill out an Affidavit for employee theft for reimbursement and asked if her hours spent looking at video should be included.

 A motion by Kiser and seconded by Hammes approved asking for the $300.00 plus 7 hours of Anitas time at her current wage.

MAINTENANCE REPORT

 A proposal from KLM to inspect the water tower was presented. A motion was made by King and seconded by Hammes to approve the contract for $3,400.00. All in favor, none opposed.

 James discussed gravel for North Shore Drive and German Lake Road. The council agreed to wait until 2025 until Co Hwy 35 is complete. James will contact Fergus Power Pump for dust control.

 Flowerpots on Main St. James will have the pots filled with new peat. Judy will contact Swedberg’s, Nature’s Garden World and Lakes Country Gardens for pricing on planting them.

 Solberg asked about repairs on various roads withing the city. James will get bids for the March meeting.

 Olson’s proposal to swap out the propane tank was tabled until a later date.

BUDGET & FINANCE

 Motion by Hammes and seconded by Solberg to approve a $35,000.00 partial payment to APEX Engineering for the New Water Filtration Plant.

 CD’s will be reviewed and updated for the March meeting.

UNFINISHED BUSINESS

 Will not pursue Signworks to put lettering on Community Center. Judy will call JH Signs & Designs in Perham for an estimate.

 James, Tim and Todd will meet at the new dock to decide what to do for the railings.

NEW BUSINESS

 Ideas for a sign at the dock for donations were discussed.

 All Council members received and reviewed the Internal Financial Control Policy

 Tim Hammes gave a report on the Annual Association Meeting for the Fire Department.

 Emergency Management Handbook will be updated, and copies given to the Council.

 Safety Loss and Control on March 27 in Alexandria, MN will be attended by Judy Everett and James Hanson

 A motion by Solberg and seconded by Hammes to approve Resolution 0224-1 appointing election judges for 2024. Ayes: Hammes, King, Solberg, Kiser Absent, Jacobson Nays: none

**RESOLUTION 0224-1**

**CITY OF UNDERWOOD**

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE**

**2024 PRESIDENTIAL STATE PRIMARY, CONGRESSIONAL PRIMARY AND GENERAL ELECTIONS**

**WHEREAS,** as per MN Statute 204B.21 subdivision 2, it is the responsibility of the City of Underwood to appoint election judges as follows:

By Friday, February 16, 2024 for appointment of the March 5, 2024 State Primary Election; and by Friday, July 26, 2024 for appointment of the August 13, 2024 Congressional Primary Election; and by Friday, October 18, 2024 for appointment of the November 5, 2024 General Election: and

**WHEREAS,** election judges will attend the required two hours of training for new election judges and 1 hour of additional training for Head Judge; and

**WHEREAS,** the city is required to maintain a minimum of three election judges on sight; and

**WHEREAS,** each election judge will be paid a rate of $15.00 an hour and $18.00 an hour for Head Judge; and

**NOW THEREFORE BE IT RESOLVED,** the Underwood City Council hereby appoints the following individuals to serve as additional election judges for the above referenced election:

 Judges: Anita Gumphrey, 207 Norther Ave E, Underwood \*HJ

 Alvin Olson, 209 Highland Ave E, Underwood

 Bert Kinzler, 403 East Street N, Underwood

 Dale Graff, 33173 273rd St, Underwood

 Richard Pilantz, 14355 Ashton Lane, Dalton

 Donna Barbnecht, 25891 344th Ave, Battle Lake

 Shannon Terry, 35135 Rolling Hills Dr, Underwood Judy Everett, 23769 County Hwy 1, Fergus Falls \*EA

**BE IT FURTHER RESOLVED,** the Underwood City Council does hereby allow the Elections Administrator to make substitution to the above slate of judges as necessary to maintain the required minimum and fill vacancies if needed.

Passed this 12th day of February 2024.

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Mayor Anna M. Kiser City Clerk Judy Everett

As there was no further business meeting adjourned at 8:10 pm

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Anna M Kiser City Clerk Judy Everett