**CITY COUNCIL MINUTES**

**June 12,2023**

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

 A motion by Jacobson, seconded by Schmid was approved to accept the agenda and minutes.

Guests: John Hartman, Gloria Hartman, Carol Opp, and Bob Schlieman from Apex.

OPEN FORUM

 Carol Opp spoke for herself, John, and Gloria Hartman regarding the campground. Ann Kiser explained the process of him obtaining the paperwork to continue building. They were also concerned with the thistles growing at 214 Oak Ave E. A letter had been sent to mow property.

 Bob Schleiman from Apex updated Council on Preliminary Engineering Report for Water Treatment Facility Improvements. It was discussed whether to build new or rehabilitate the existing WTF. Judy will email information to Bob and will come back in July with more answers. He also talked about the Water Survey Inventories for 2024.

CLERK/TREASURER REPORT

The following bills were approved by motion of Schmid, seconded by King: Checks: #25418-25475 Auto pays #97330- #97349; with a total of $136,529.78.

Minnesota Historical Society awarded the city a $10,00 grant to begin the process of putting Foss Log Cabin on the Historical Registry. Meeting June 14.

A motion by King, seconded by Jacobson to make Juneteenth a paid holiday. The city office will be closed.

OTC Highway Department will have a public input meeting Wednesday, June 14 regarding Highway 35 construction. Ann and James will attend.

Judy read letters of thanks from the Veterans Home and Underwood Public Schools for donations.

LIQUOR STORE REPORT

 Anita is still looking for a part time person for the Liquor Store.

 Quotes for extra outside cameras ($1499.00), new credit card machine ($550.00) and a new touch screen ($925.00) for the system. Motion by King and second by Schmid to purchase all three.

 Anita will re-key the locks at the store with Do Not Duplicate Current ones can be duplicated.

 In reference to the sale of THC products at the store. After discussion, Anita will keep the council updated with changes and re-visit the subject at the July meeting.

MAINTENANCE REPORT

 Fences around lift stations were tabled.

 James has an estimate for $1,000 for riprap for the beach. Estimate includes labor. A motion by Schmid and seconded by King to accept the estimate.

 600 yards of gravel for the roads was cancelled until next year. Will blade and spray this year.

 The planter at the lake needs to be weeded and new mulch put in. James will take care of this.

PERSONNEL & SAFETY

 Payroll for James was tabled until July.

UNFINISHED BUSINESS

 Light on water tower

 Leak in bathroom at Lions Shelter

NEW BUSINESS

 Update on Eagle Stone Campground. Waiting for clearer maps from the owner before proceeding with zoning permit and public hearing.

 A motion by Schmid and seconded by King to set the minimum donation for having name on sign at the new dock will be $250.00.

 A motion by Schmid and seconded by King to accept the estimate from Ted’s Concrete for $2,780.00 to do the Bass Lake Landing. He also will donate $500 towards the dock.

 Will advertise for a cleaning person to clean the Community Center.

 Judy will order new tables and chairs for the Community Center.

 A motion by Jacobson and seconded by Schmid to send Judy to LMC Clerk’s Academy in Staples in September.

 A motion by Schmid and seconded by King to adopt Resolution #0623-1, Roll Call Vote: Ayes: Jacobson, King, Schmid, Kiser; Nays: none.

**RESOLUTION #0623-1**

**RESOLUTION ACCEPTING DONATION TO THE CITY OF UNDERWOOD FROM EXTREME MARINE**

**WHEREAS,** the City of Underwood has received the following donations from the Extreme Marine for designated projects, and

**WHEREAS,** the City Council of the City of Underwood would like to express its gratitude for their continued support to the community.

**NOW, THERFORE,** pursuant to Minnesota State Statute 465.03 the City Council of the City of Underwood does herby accept the following donations:

 Extreme Marine in the amount of $750.00 towards the replacement of the boat dock.

Adopted by the Underwood City Council, City of Underwood, County of Otter Tail, State of Minnesota this 12th day of June 2023.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor Anna Kiser City Clerk Judy Everett

As there was no further business the regular meeting adjourned at 8:45.

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Anna M Kiser, Mayor Judy Everett, Clerk/Treasurer