**CITY COUNCIL MINUTES**

**September 11, 2023**

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

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

Guests Katie Heirbold, Cassandra and Olivia Bush, Doris Loe

OPEN FORUM Katie Heirbold discussed the drain by her house that was covered a few years ago and causing water to drain over her driveway and onto her property.

CLERK/TREASURER REPORT

The following bills were approved by motion of Jacobson, seconded by King: Checks: #25590-25644 Auto pays #97390- #97418; with a total of $119,458.86.

Judy will be attending Clerk’s Academy September 14-15 in Staples, MN

LIQUOR STORE REPORT

 Resolution for Policy on rules for Silent Auctions was tabled until October meeting.

MAINTENANCE REPORT

 James will be attending water conference September 19-21 in Duluth, MN

 Tim Hammes will check on railings for the ramp and dock at Bass Lake

 Cassandra Rush asked about planting wildflowers at Bicentennial Park area.

BOARD OF ADJUSTMENTS AND APPEALS Variance request from Steve and Cassandra Bush

 Ann explained why the variance was needed. A motion by Hammes and seconded by Jacobson to set up a Public Hearing on October 3 at 6:00 p.m.

NEW BUSINESS

 Fall newsletter was mailed out.

 Discussion on direct deposit for payroll. Judy will talk with Jean at the bank and set that up.

 Motion by Jacobson and seconded by Hammes to allow Tammy Olson’s property to be split into 2 separate parcels. All in favor, motion passed.

 Ordinance for ATV, golf carts tabled until October.

 Review of Snow Removal Policy tabled until October. Will check into no parking signs on Cleveland.

 Motion by King and seconded by Jacobson to approve the Audit Engagement letter pricing for 2023 in the amount of $16,500.00. All in favor, motion passed.

 Tim Hammes has invited the Fergus Falls Humane Society to our October 9 meeting to discuss handling stray cats/dogs in the city.

 Motion by Jacobson and seconded by King to adopt Resolution 923-1. Roll Call votes: Ayes: Kiser, Hammes, King, Jacobson, Scmidt absent; Nays: none.

**RESOLUTION #0923-1**

**RESOLUTION ACCEPTING DONATIONS TO THE CITY OF UNDERWOOD FROM UNDERWOOD AREA LIONS**

**WHEREAS,** the City of Underwood has received the following donation from the Underwood Area Lions 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:

 Underwood Area Lions in the amount of $1,000.00 towards the replacement of the boat dock.

Adopted by the Underwood City Council, City of Underwood, County of Otter Tail, State of Minnesota this 11th day of September 2023.

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Mayor Anna Kiser City Clerk Judy Everett

Motion by King and seconded by Hammes to approve Resolution 0923-2. Roll Call votes: Ayes: Hammes, King, Jacobson, Kiser, Schmid absent; Nays: none.

**RESOLUTION #0923-2**

**RESOLUTION APPROVING PROPOSED 2024 TAX LEVY**

**BE IT RESOLVED,** by the City Council of the City of Underwood, County of Otter Tail, and State of Minnesota, that the following sums of money be levied and collected in the year 2024, upon taxable property in the City of Underwood, for the following purposes:

 GENERAL REVENUE $157,275.00

 FIRE 17,500.00

TOTAL LEVY $174,775.00

Adopted by the City Council of Underwood, Minnesota on this the 11th day of September 2023.

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Mayor Anna M Kiser City Clerk Judy Everett

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

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Mayor Anna Kiser City Clerk Judy Everett