# City of Forada

# Meeting Minutes

January 13, 2020

1. **Call to order:**

Mayor, Bob Bordeaux, called to order the regular meeting of the City of Forada at 7:00 pm at City Hall.

1. **Roll call:**

Jo Kluver conducted a roll call. The following persons were present: Jo Kluver, Michaela Olson, Scott Erickson, David Reller, and Bob Bordeaux.

1. **Approval of meeting minutes as read:**

Regular council meeting held on 12/9/19: Motioned by Michaela, 2nd by Scott. David Abstained. All in favor.

Special council meeting Year-End held on 12/30/19: Motioned by Dave, 2nd by Michaela. All in favor.

1. Open floor:
2. Gary Halstead was present and had question on Ordinance 67 Animals – where did the 10 minutes of barking come from for this ordinance? Council stated they reviewed numerous ordinances from other towns and cities and discussed different time options. Council lowered from original proposed 15 minutes. Also, discussion held on not targeting certain breeds in the ordinance and that sheriff deals with these situations when they arise. Regarding Gary’s question on dogs at the public access, council stated that pet owners are very good when they bring their dogs to the access, overall. Gary thanked the council for adding in the special permitting for farm animals into the ordinance.
3. **Open issues:**
4. ***Adoption of Ordinance No. 67 Animals***. Motion to adopt Ordinance No. 67 made by Scott, 2nd by David. All in Favor.
5. **New Business:**
6. Runge was in attendance to discuss roads and what the council would like for him to do. Council agreed roads are hardpacked ice, especially by the sharp corner on Forada Beach Rd SE. Runge stated he will put more salt down in those areas. He may scrape the roads if possible but doesn’t want to damage the pavement.
7. Designate Official Banks for 2020: Hometown Community, Bremmer, Blackridge.

Motion by Michaela, 2nd by David. All in Favor.

c) ***Resolution #01-20*** permitting the City Clerk to have phone and electric bills automatically withdrawn from checking accounts (Ottertail Power & Century Link). Motion by Michaela, 2nd by Scott. All in favor

d) ***Resolution #02-20*** designating Work Comp Insurance for elected officials. Motion by Michaela, 2nd by David. All in favor.

e) ***Resolution #03-20***Designated Precinct and Polling Place for 2020 Elections*.* Motion by Michaela, 2nd by Scott. All in favor.

f) ***Resolution #04-20*** Purchasing Procedures for council, fire department, and responders.

g) Designate Weed Inspector for 2020: David Reller volunteered. Motion by Scott, 2nd by Michaela. All in favor.

h) Echo Press designated newspaper for 2020: Motion by David 2nd by Michaela. All in favor.

i) Acting Mayor: Motion by Scott to nominate David Reller, 2nd by Michaela. All in favor.

j) Acting City Clerk/Treasurer: Michaela volunteered. Motioned by David, 2nd by Bob. All in favor.

k) Luethner &: Heuther Law Firm & Matthew Franzese designated as acting city attorneys: motion by Michaela, 2nd by Scott. All in favor.

l) Designated mileage rate of $0.758/mile for 2020 based off of IRS Adjusted Mileage Rate. Motion made by David, 2nd by Jo. All in favor.

m) Third council member designated to sign checks: Jo Kluver motioned to nominate Michaela Olson, 2nd by David. All in favor.

n) Bid for Street Maintenance and Lawn Mowing for one year – discussion was held, and Jo and Scott will review current bid proposal from last year and update the bid as some items are no longer needed and to add the purchased property. Updated bid proposal will be reviewed at February meeting.

o) Jo will be working with Dennis Oberloh for the 2019 audit on January 20th at 7 a.m. This usually takes all day and are done by 5 p.m. or so.

p) Forada Days letter thanking the city for our continued support of $750. Budget has been set for donation of $1,000.00 and Jo will issue check at next council meeting for this donation.

q) Fire Department’s CD 6561 matures on February 3, 2020. In reviewing possible new rate being under 2% and fire hall bond loan rate being 4.75% council discussed closing out the CD, paying off the bond/loan and putting the remaining balance into a new CD. This will save approximately $17,000 in interest payments alone. The new CD balance will be close to $74,000. Motion to close CD, pay off hall bond, and place remaining balance into a new CD was made by Bob, 2nd by Michaela. All in Favor. Jo will attend fire department meeting and present the financials and councils decision. It is a solid financial decision in the end, saving thousands of dollars and also will assist in attaining future grant funding. Jo will also inform Fire Dept. Officers prior to the meeting to inform them as well so all are on the same page.

r) Jo informed council she submitted all the employee and fire department W-2 and 1099 information to the accountant for processing. Dennis will be bringing them when she meets him to do the audit.

1. **Fire Dept. Business And Bills:**

Stephen VanLuik, Fire Chief Michaela motioned to pay bills, 2nd by David, All in favor.

1. **First Responder Business & Bills:**

Judy Powers, President Michaela motioned to pay bills, 2nd by David, All in favor.

1. **City Bills:** Michaela motioned to pay bills, 2nd by David, All in favor.
2. **Adjournment**

Motioned to adjourn meeting made by Michaela, 2nd by David. All in favor.

Bob Bordeaux adjourned the meeting at 7:57 p.m.

Minutes submitted by:

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City Clerk/Treasurer

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Acting Mayor