

City of Forada

Meeting Minutes

November 8, 2021

Call to order: Mayor, David Reller, called to order the regular meeting of the City of Forada at 7:00 pm at City Hall.

Roll call: The following persons were present: Jo Kluver, David Reller, Mitch Critz, Scott Erickson, and Bob Verkinderen.

Approval of minutes:

Motion to approve October 11, 2021 meeting minutes made by Scott, 2nd by Bob. All in favor.

Open floor:

- Joe Steinhagen informed the council that mowing the ditch along Kluver Addn Rd went well.
- A resident presented numerous complaints regarding the Kevin Lopez/Lopez Trust property and that such property was not in compliance with several city ordinances. Complaints per non-compliance of ordinances were: dog running loose, noise at all hours, parking on the street, does anyone inspect when a building permit has been issued as the stairs to the Lopez residents should not meet safety code for occupancy. Resident also was asked if city has an ordinance on transient occupancy but the city does not. Resident stated that property is owned by a trust and the resident residing on property is a “renter” in his opinion. Jo stated the Kevin is the son of the owner of the house and may not be considered a renter. City was informed people are coming and going at all hours of the day, non-stop. Requested city to look into this as there is a possibility of illegal activity going on. Also, broken down vehicle that’s been sitting on blocks, this should be considered a safety issue. Council discussed that Ordinance 62A will cover the dog running loose. Ordinance 60 or 61 addresses the noise ordinance and other complaints. Council member Bob stated there is not a direct ordinance regarding transients nor a building code for stairs. Council thanked the resident for bringing issues forward and will work with city attorney to send the Lopez Trust property a letter to address the issues that are in non-compliance with city ordinances. Council will also contact county sheriff’s office. Resident also requested the council have a rental ordinance be put in place where there is an annual inspection of rental properties.

Reports Of:

Fire Department: Stephen, Fire Chief Truck Committee: Steve Kluver and Bob Steidl reported they looked at Lowry and Frazee’s new trucks and got a lot of great information from these departments. Requested the city to sign up for Sourcewell in which they can submit the FEMA Grant specs and work with Sourcewell to cover the required 3 quotes. Lowry went through Sourcewell and recommended it. It is a government resource that is free and works with fire departments. Fire department may need to take out a temporary/short term loan to pay for new truck until the FEMA payment comes in at the end. Steve noted that in the specs these items maybe included in the grant taking away funds for the truck: ladders, hose, air packs, and extrication equipment. They reported Lowry’s truck 1 year ago was \$350,000 and Frazee’s was \$425,000 and they just got it. It cost them an additional \$200,000 to outfit it with all new equipment. Bob stated the truck committee does not have a target date to put together but are really going to hit it hard in December and January. They have a couple companies presenting their trucks/products to them later this month.

Steve reported \$20,000 was donated to improve city parks from the F.D. gambling fund. He is working on getting a group together to get involved and form a committee. Bill Thoennes would be a great resource.

Stephen reported the Harvest Pack is scheduled at the fire hall on December 2nd from 2 – 8 p.m. with 3 separate groups doing 2 hours shifts.

Motion to pay bills as submitted made by “Bob, 2nd by Scott. All in favor.

First Responders: No report submitted.

Motion to pay bills as submitted made by Bob, 2nd by Scott. All in favor.

Clerk's Report: Jo gave overview of submitted bills for the city and the financial reports as submitted to council. Hall rental has picked up for the Holidays: Zaviska family on Thanksgiving and Christmas Day, Hlinsky Family, Mil Brede, and Dian Klem in the summer. Rental forms have been mailed out along with alcohol permit if they plan on having alcohol at their family gathering. A new touch key pad for the hall overhead door has been installed and also bottom gaskets were replaced. Jo submitted the quote received from Stephen VanLuik for a new exterior walk-in door for the garage area. Council approved the door be ordered and have Stephen install along with new door handle. Jo reported Philip Zimpel reached out for information on joining the fire department. He is moving to the area and has been on a fire department for 15 years holding numerous positions. He will be attending the fire department December meeting. Motion to pay bills as submitted made by Mitch, 2nd by Bob. All in favor.

Sewer Report: Jo reviewed past due sewer accounts and stated further discussion will be covered under submitted resolution under new business. Motion to pay bills as submitted made by Bob, 2nd by Scott. All in favor.

Old Business:

- 1) Bob reported he talked further with Jeff with the DNR and he is 99.99% sure no reimbursement will be issued for the paving expense of Sunset Access Rd SE which is owned by the DNR. Jeff stated the DNR is liable for road and asked Bob if there was a "handshake agreement" with the city taking care of road maintenance. There is 1 other place with similar issue the DNR needs to address. DNR does not have the funds to keep the road plowed and council agreed it will still need to keep the road maintained during the winter.
- 2) No update on the ARPA for small cities.
- 3) Scott and Steve Archbold brought the Joint Resolution with Hudson Township to the Hudson Township Board meeting and the board refused the resolution. Steve stressed that township board and city council members change and the resolution would be a good faith tool in writing for Forada and Hudson Township to work jointly now and in the future on zoning issues in a 1-mile radius of Forada. Scott stated he will go to Hudson's next board meeting.
- 4) Jo reported David ordered a new city Dell laptop. Jo ordered the latest Quickbooks for Desktop. With sometime, got all accounts transferred over to the new version. It runs smoother and faster so far.

New Business:

- 1) Resolution #09-21 Determining Sewer Service Charges Remaining Unpaid and which will be a special assessment onto the 2022 property taxes was read and reviewed. Motion made by Bob to approve resolution, 2nd by Mitch. All in favor. Resolution was signed and Jo will submit to the County Assessors Office.
- 2) Runestone Telecom will be installing internet at City Hall on Monday, November 15th at 8 a.m. Bob will be here to meet them.
- 3) Bob submitted to the council a copy of Douglas County Land & Resource Management's fees and the city building permit fees and other fees are out of date. Council agrees all fee pricing needs to be updated. Jo will have attorney write up a resolution to be presented to the council at December's meeting to review and adopt. If it passes, can take effect January 1, 2022.

Adjournment:

Motioned to adjourn meeting made by Jo, 2nd by Scott. All in favor.

David Reller adjourned the meeting at 8:51 p.m.

Minutes submitted by:



City Clerk/Treasurer



Mayor