

# **City of Forada**

## **Year-End Special Meeting Minutes**

December 28, 2021

**I. Call to order:**

Mayor David Reller called to order the special meeting of the City of Forada at 2:00 pm at City Hall. Meeting began with the Pledge of Allegiance.

**II. Roll call:**

Jo Kluver conducted a roll call. The following persons were present: David Reller, Jo Kluver, Scott Erickson, Bob Verkinderen. Absent: Mitch Critz

**III. Year-End Business:**

Reviewed financial reports for City, Fire Department, Sewer, and 1<sup>st</sup> Responders. Jo noted the Profit & Loss Previous Year Comparison report for the City showed the City in good standing and Council did a great job on staying within the overall budget. Jo recommended transferring funds and keeping the checking at around \$65,000.00 to cover expenditures through May, 2022. Jo recommended the following amounts be transferred to these designated accounts:

City Capital Account: \$10,000

City Savings: \$10,381.82 ARPA Funds Received in 2021

Street Capital: \$18,000 and \$13,897.00 (MNDOT/Small Cities Assistance)

Motion was made by Bob to approve the recommended transfers as stated above. Motion was 2<sup>nd</sup> by Scott. All in favor. Jo will complete the transfers on December 29<sup>th</sup> – prior to yearend.

All remaining bills were reviewed and discussed. Motion to pay bills made by Scott Erickson. 2<sup>nd</sup> by Bob Verkinderen. All in favor.

Travis Gease, 2<sup>nd</sup> Chief, and Stephen Van Luik, Fire Chief, presented to the council the contract to purchase the new fire truck for the Fema Grant. Fire department agreed at a December meeting on the contract submitted by CustomFire for a total of \$465,591.00. The HGACBuy contract pricing worksheet, CustomFire options list with price breakdown for options, and Order Confirmation to HGACBuy was reviewed and discussed. Jo noted there was an error on the Order Confirmation and will have it corrected by CustomFire and reissued. Motion made by Bob Verkinderen to approve the CustomFire contract, 2<sup>nd</sup> by Scott Erickson. All in favor.

Once Jo received the corrected Order Confirmation, she will submit to HGACBuy to confirm order and price of \$465,591.00. This will meet all requirements of the FEMA Grant. Jo will also submit all documents to Karin Anderson, grant writer, for her records as well.

**VII. Adjournment:** Motion to adjourn made by Scott Erickson, 2<sup>nd</sup> by Bob Verkinderen. All in Favor  
David Reller, Mayor, adjourned the meeting at 2:44 p.m.

Minutes submitted by:

  
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City Clerk/Treasurer

  
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Mayor