City of Forada
Meeting Minutes

July 11, 2022

Call to order: Council Member 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 June 13th meeting minutes as read by Mitch Critz made by Bob, 2nd by Mitch. Jo abstained.

Open floor:

- Campground owners had questions regarding leash law, concerned with trees that appear compromised to the property south of the campground, and the camper license renewal date. After discussion, council informed the owners to discuss with the dog's owners their concern and also with the property owners to trim their trees as this is not a city issue. Regarding campground license, this will be mailed in November for processing and needs to be returned prior to January 1, 2023.
- Leah Chalmers, 12450 submitted a hand drawn drawing of their residence with the requested addition to their house. The expansion to their home will be toward the East which is roadside, and they will not be doing any expansion toward the lake. The expansion will be to square up the house. Scott will meet with them tomorrow to review and make sure no variance will be required prior to permitting.
- Julie Steffen, 12330, wants to connect garage to house. Scott will look at this property as well to verify no variance is required prior to permitting.
- Residents questioned if more lake clean up was scheduled. Mayor informed residents, the city does not handle lakeshore, that is Land & Resource Management and the DNR. More cleanup for the lake is being planned by Land & Resource Management but we do not have the details. Residents should contact Dave Rush and/or Charlie Meyers, County Representative.
- Regarding questions on additional tree cleanup – the city does not have the budget to help citizens with tree removal. That is property owner's responsibility.
- There will not be a Forada Days this year. The Board of Forada Days could not find anyone to take it over. However, there will be bingo at city hall on August 7th starting at 8 a.m. and will take place while the 1st Responders are having their pancake breakfast.

Reports Of:

Fire Department: Stephen, Fire Chief
Stephen reported general bills submitted for approval to be paid. Fema tanker truck is complete and at the fire hall. Final invoice has been paid. Insurance was activated on day of pick-up. Disposition of Unit #7 will be to either scrap it or to sell to a farmer for $3,000 and will be marked on title as a non-emergency vehicle. It will be used for farm use only. Motion made by Mitch to approve the sale of Unit #7 for $3,000 for farm use only. Motion 2nd by Bob. All in Favor. Unit #8 is out of service and back to have the liner of the tank redone. The other tanker being purchased is in process of having the doors being made.
Discussion held on H.R. regarding a subject taking a leave of absence and Jo needed the date for PERA reporting. Jo noted that anyone who takes a personal leave does not acquire/accrue PERA benefits during the dates of their leave of absence. Jo reiterated to Stephen to make sure this is communicated to any fireman who takes a leave. Also, to document all H.R. issues, contact attempts, notifications, and meeting notes so it's on file. This is standard practice that we need to make sure it is being implemented.
Motion to pay bills as submitted made by Bob, 2nd by Scott. All in favor.

First Responders: Pancake feed is August 7th. Motion to pay bills as submitted made by Jo, 2nd by Bob. All in favor.

Clerk's Report: Jo gave overview of city financial reports and bills. Quarter 2 withholdings are filed and being paid. City received the June 2022 tax settlement and has transferred the sewer portion of the settlement to the sewer account. Read Gov. Walz's extension request for major disaster declaration to FEMA.
Tornado Relief account has a balance of $14,082.00. Discussion held on possible ways to disburse funds: purchase trees to replace those that were lost, families that were hit the hardest, or disperse equally. Residents that were present felt replacing trees was vital.
Motion to pay bills as submitted made by Bob, 2nd by Scott. All in favor.

Sewer Report: Jo reviewed submitted financial reports and noted she is continually working with ALASD and residents who were affected by tornado to keep sewer charges as accurate as possible.
Motion to pay bills as submitted made by Mitch, 2nd by B0b. All in favor.

Old Business:

1) Liquor licenses for Muddy Boot have all been completed and processed with the state.
2) The FEMA desk review came back with further questions on a change order and the chassis. FEMA stated they would grant an extension on the review to complete further questions; Bob Steidl and Jo worked with FEMA to submit clarifying documentation and further explanation on the chassis and change order. An extension was not needed as all was submitted on time. We received a "clean audit" with a note to update the purchasing policy to be more inclusive of minority/women companies. Jo will work on the purchase policy.

New Business:

1) Election judges for the 2022 Primary and General Election: Shirley Kluver, Brandi Abell, Joan Eastlund, Tammy Zeithammer, and Jo Kluver. Motion to appoint election judges as presented made by Mitch, 2nd by Bob. All in favor.
2) Affidavit of Candidacy is from August 2nd – August 16th at 5 p.m. Forms can be picked up from the clerk and will have a $2 filing fee. Public notice will be published in the Echo Press on July 13th and 15th.
3) Discussion was held on Toby's Park and still requiring a final cleanup from the tornado damage. Jo has done some cleanup, but more needs to be done – still has debris, stumps piled, more branches down, and the fence. Mitch stated he will get another estimate for remove & replace the fence. Also look at ballpark behind Homeplate fence. Scott stated he will pull up the fence and haul to landfill.
4) Scott and David met with Joe Riley's Construction to get estimate for repair of roads that were damaged by heavy equipment use due to storm cleanup. Also looked at storm drainage areas that have been impacted and need mitigating. Have not received the estimate as of this date.
5) David and Jo presented to the State Department of Safety and submitted expenses the city sustained from the tornado.
6) David brought up how to thank all the volunteers, companies, restaurants, etc. that stepped up and helped the city and residents after the tornado hit. Do we send thank you notes, put an add in the Echo Press, and do it in a way that no one is left out. It was brought up to reach out to the Echo Press to see if they will do an article. Jo will contact the Echo Press requesting an article be done for a follow-up on the tornado and a thank you to all that assisted our community.
7) Due to all the residential properties that sustained significant damage discussion was held on variance application and building permit fees. Bob made a motion to waive the $400 variance application fee for those that were affected by the tornado and the waiver would only be good through December 31, 2023. Note that the variance would still need to be completed but the fee waived. Motion 2nd by Scott. All in favor.
8) Building Permit Fees for those who sustained significant damage was discussed and if they meet all setbacks, permeable/impermeable requirements, etc.
   Motion made by Scott to charge

1) $50 flat fee if rebuilding using the existing foundation.
2) Additional square footage would be permitted to current rate plus the $50 flat fee.

Motion 2nd by Jo. All in favor Scott will inform Tom Erickson of the adjusted fees.

Adjournment:
Motioned to adjourn meeting made by Scott, 2nd by Mitch. All in favor.

Mayor,David Reller, adjourned the meeting at 8:37 p.m.

Minutes submitted by:

City Clerk/Treasurer

Mayor