

Organizational Council Meeting

January 5, 2021

5:00 p.m.

City Hall

Members present: Thomas, Bartlett, Langeslag, Merritt, and Mueller.

Members absent: none.

City staff and consultants in attendance were Elizabeth Jackson and Mark Rahrck, and Joe Duncan.

Others in attendance were Annie Granlund.

Mayor Thomas called the meeting to order at 5:03 p.m.

Pledge of Allegiance.

The Oath of Office was given to newly elected officials; Danny Thomas, Amanda Mueller, and Chad Merritt.

Additions to the agenda – Item G, interim supervisor of employees, Item H, Capital Advisory Board, Item I, authorization for Chad Langeslag to get other bids for wastewater treatment plant, Item J, authorizing Mayor Thomas to work with Attorney Rahrck concerning City policy and procedure.

Motion by Bartlett, seconded by Langeslag to approve the agenda as amended. All members voted aye for approval. Motion carried.

Resolution 2021-01 Stating Annual Designations – motion by Merritt, seconded by Bartlett to approve Resolution 2021-01. All members voted aye for approval. Motion carried.

Mayor Thomas made no new appointments to the City's Zoning and EDA Boards. Mayor Thomas recommended dissolving the Park Board. Mayor Thomas recommended hiring Marie Sexton as the City's Grant Writer.

Motion by Langeslag, seconded by Bartlett to approve Mayor Thomas' recommendations. All members voted aye for approval. Motion carried.

Mayor Thomas stated all City projects would be sent out for RFP.

City Administrator Vacancy – Mayor Thomas recommended Council create a new position, Administrative Director of Operations and post the position with a closing date of January 20, 2021, with interviews to be scheduled for January 21, 2021 beginning at 7:00 pm.

Motion by Bartlett, seconded by Merritt to approve Mayor Thomas' recommendation. All members voted aye for approval. Motion carried.

Resolution 2021-02 Ordering Preparation of Report on Improvement 2021-01 – Motion by Bartlett, seconded by Mueller to approve Resolution 2021-02. All members voted aye for approval. Motion carried.

Presentation of Report – Joe Duncan presented the report on Improvement 2021-01 and answered all Council members’ questions.

Resolution 2021-03 Receiving Feasibility Report and Calling Hearing on Improvement 2021-01 – Motion by Bartlett, seconded by Mueller to approve Resolution 2021-03. All members voted aye for approval. Motion carried.

Interim Supervisor of Employees – Motion by Langeslag, seconded by Merritt to authorize Mayor Thomas to be the Interim Employee Supervisor (non-paying position). All members voted aye for approval. Motion carried.

Capital Advisory Board – Mayor Thomas recommended creating a Capital Advisory Board consisting of Nick Sorensen, Todd Kavitz, Keith Maas, and Chad Merritt. Motion by Mueller, seconded by Langeslag to approve the Capital Advisory Board. All members voted aye for approval. Motion carried.

Authorization for Chad Langeslag to obtain additional quotes for the wastewater treatment plant upgrades/connection/new building. Motion by Merritt, seconded by Bartlett to authorize Chad Langeslag to obtain from outside engineers, bids and opinions on the wastewater treatment plant and bring back to Council. All members voted aye for approval. Motion carried.

Authorization of Mayor Thomas to spend time and money working with Attorney Rahrick on City policy and procedure until the Administrative Director of Operations position is filled. Motion by Langeslag, seconded by Bartlett to authorize Mayor Thomas to work with Attorney Rahrick on City policy and procedure. All members voted aye for approval. Motion carried.

Motion by Merritt, seconded by Langeslag to adjourn the meeting at 5:57 p.m. All members voted aye for approval. Motion carried.

Minutes approved at _____ meeting.

Submitted by _____ City Clerk.

Signed by _____ Mayor.

