

## MEETING MINUTES

### CLARA CITY CITY COUNCIL SPECIAL YEAR END MEETING

Monday  
December 28, 2020  
6:30 PM

#### CITY HALL COUNCIL CHAMBERS CLARA CITY, MINNESOTA

Members present: Gary Nelson, Nathan Speiser and Vic Sparks

Members Absent: Rhonda Pieper

Staff present: In Council Chambers- Steve Jones (City Administrator), Julie Aalfs (City Clerk), Judy Gosseling (Finance Director) Kim Wood (Police Chief)

Staff present by phone conference- Jeff Stager (Public Works Director)

Others present: Sam Peterson (CC Herald)

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1. **Call to Order:** By Mayor Gary Nelson at 6:30 p.m.

*Note: This meeting is being officially recorded. Any and all commentary must be communicated through the microphones at the Council and Staff tables or through the microphone attached at the speaker's podium. Also, please silent all cell phones and do not use them during the meeting.*

2. **Additions/Deletions/Modifications to Agenda**

Addition- 5K Consideration of Investments of City Reserves into new Certificates of Deposit.

***Action taken: M/S/P 3-0 (Sparks/Speiser) to approve the additions, deletions and modifications to the agenda as presented.***

**3. Approval of Minutes**

(A) Regular City Council Meeting December 8, 2020

***Action taken: 3-0 (Speiser/Sparks) to approve the Regular City Council Meeting minutes as presented.***

**4. Appearance of Citizens with Scheduled Items for City Council to Consider:**

*(Items must be included in the City Council Agenda to be considered.)*

**5. New Business**

(A) Consideration of Care Center Issues:

*No Care Center Information for this meeting.*

(B) Consideration of approving the Resolution No. 2020-034 Resolution for approving the 4<sup>th</sup> quarter donations to the different entities of the City of Clara City.

***Action taken: 3-0 (Speiser/Sparks) to approve Resolution No. 2020-034 as presented.***

(C) Consideration of Adopting City Resolution No. 2020-035 Resolution approving certain transfers between the General Fund and the Reserve Fund, Effective under the 2021 City Budget.

***Action taken: 3-0 (Speiser/Sparks) to approve Resolution No. 2020-035 approving the transfers between funds and 3-0 (Speiser/Sparks) to approve reserve account expenditures in the amount of \$6,783.72.***

(D) Consideration of Adopting City Resolution No. 2020-036 Resolution approving the transfer of certain allocations within the 2020 General Fund Budget, thereby amending the 2020 Fund Budget.

***No Action needed. The allocations were reviewed and determined that no transfers nor amendments were needed to the 2020 Fund Budget.***

- (E) Consideration of approving City Resolution No. 2020-037 Resolution approving the delegation of authority for paying claims presented to the City of Clara City.  
**Action taken: 3-0 (Sparks/Speiser) to approve Resolution No. 2020-037 as presented.**
- (F) Consideration of approving City Resolution No. 2020-038 Resolution for approving the delegation of authority for paying claims presented to the City of Clara City on behalf of the Clara City Care Center.  
**Action taken: 3-0 (Sparks/Speiser) to approve Resolution No. 2020-038 as presented.**
- (G) Consideration of approving the write-off of certain unpaid bills that are delinquent and currently owed to the Clara City Ambulance Service, but which are judged by staff to be fully uncollectible.  
**Action taken: 3-0 (Speiser/Sparks) to approve the write off amount of \$8,585.02 deemed uncollectible.**
- (H) Consideration of approving the “2021 Meeting Schedule” for the City Council.  
**Action taken: 3-0 (Speiser/Sparks) to approve the 2021 meeting schedule as presented.**
- (I) Consideration of Vacancy on City Council.  
**Action taken: 3-0 (Sparks/Speiser) to approve and accept the application received from David Plagge for the temporary vacancy position on the Clara City Council. Special Election to be held April 13, 2021 for final fulfillment of vacancy.**
- (J) Call for Public Hearing to be set for February 9, 2021 on the vacation of property a 30’ strip of public land lying across the North line of Lots 1, 2 and 3 Block 1, Nottingham Estates.  
**Action taken: 3-0 (Sparks/Speiser) to approve the call for a Public Hearing on February 9, 2021 to complete vacation of property.**
- (K) Consideration of Investments of City Reserves into new Certificate of Deposits.

***Action taken: 3-0 (Speiser/Sparks) to approve the investment strategy of placing \$420,000.00 into 3 different term Certificate of Deposits and approving the authorized signers on these CD's to be Mayor Gary Nelson, City Administrator Steven C. Jones, City Clerk, Julie Aalfs and Finance Director, Judy Gosseling.***

## **6. Approval for the Payment of Claims and Appropriations**

(A) **Consideration for the approval of the City's Verified Claims** for the period ending December 18, 2020.

***The City's Verified claims were not presented at this time.***

(B) **Consideration of approving the City's Electronic Payments** for the Month ending November 30, 2020.

***Action taken: 3-0 (Sparks/Speiser) to approve the electronic payments as presented.***

## **7. Union Issues**

(A) ***Closed Session*** to conduct Union Negotiations (AFSCME 65 Local Police Chief Union, AFSCME General Unit, and Former MAPE Supervisory Unit)

***Mayor Nelson declared the Closed Session at 6:58 pm  
Mayor Nelson ended the Closed Session at 7:24 pm***

(B) ***Open Session***- Consider possible action AFSCME 65 Local Police Chief Group Union Contract, AFSCME General Unit and Former MAPE Supervisory Unit Employee proposals.

**Action taken:**

- 1) Consideration of Agreement with AFSCME 65 Local Police Chief Group-  
**3-0 (Speiser/Sparks) to approve agreement as negotiated.**
- 2) Consideration of possible action on AFSCME General Unit (delayed October Increase)  
**3-0 (Sparks/Speiser) to approve 2+2 increase for Julie Aalfs, City Clerk**

- 3) Consideration of Action with former MAPE Supervisory Unit Employee  
**3-0 (Speiser/Sparks) to approve contract change for Jeff Stager, Public Works Director as own unit.**

**8. Announcements**—*No action is required.*

(A) The next regular City Council Meeting will be on **Tuesday, January 12, 2021, 6:30 pm**

**9. Adjournment-** *Mayor Gary Nelson, with no objection declared the meeting of the City Council adjourned at 7:36 pm.*

BY: \_\_\_\_\_  
Gary Nelson, Mayor

ATTEST: \_\_\_\_\_  
Steven C. Jones, City Administrator