

**City of East Bernard**  
**Board of Alderman**  
**Minutes of Regular Meeting**  
**19 April 2021**

**Present:**

Marvin R. Holub, Mayor  
Shawn Farrell, Alderman Pos 2  
Andrew Webster, Alderman Pos 3  
Eric Viktorin, Alderman, Pos 4  
John Kopycinski, Alderman Pos 5  
Audrey Searce, City Secretary

**Absent:**

David Tomchesson, Alderman Pos 1

**CALL TO ORDER**

With a quorum of the Board members present, Mayor Marvin Holub called the meeting to order at 7:01 p.m. on Monday, April 19, 2021 in the Union Room of the Prosperity Bank Building.

**INVOCATION**

Mayor Holub gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Holub led the pledge of allegiance.

**PUBLIC COMMENTS**

- ◆ There were no public comments.

**MAYOR'S REPORT**

Mayor Holub reported as follows:

- ◆ Mayor Holub reported Joey Graves is working on the culvert replacements and cleaning. The maintenance crew is preparing the swimming pool for the 2021 season. We will have the splash pad inspected.

**CITY SECRETARY'S REPORT**

Secretary Searce reported updated the Board of Aldermen on the status of the two grants. Secretary Searce also reported on her emergency management duties. She participated in the facilitation of the countywide vaccination clinic held at Oakbend Hospital. She is also attending weekly hazard mitigation plan meetings. Lifeguards have been hired and training will begin at the end of April. Financials were reviewed, a question by Alderman Webster on law enforcement salaries was addressed and resolved. There were no further questions on expenditures.

**DISCUSS AND CONSIDER FOR APPROVAL THE MINUTES OF THE FEBRUARY 22, 2021 REGULAR MEETING.**

Mayor Holub asked if there were any corrections or concerns about the minutes as read. There was no discussion of the minutes. Alderman Webster made a motion, seconded by Alderman Viktorin to approve the February 22, 2021 Regular meeting minutes. The motion carried by unanimous vote.

**DISCUSS AND TAKE ANY APPROPRIATE ACTION ON ADOPTION OF PURCHASING POLICY FOR CITY OF EAST BERNARD.**

Secretary Searce presented the requested purchasing policy created by David Olson, attorney for City of East Bernard. Alderman Webster made a motion approve the purchasing policy as presented, seconded by Alderman Farrell. The motion carried by unanimous vote.

**DISCUSS AND TAKE ANY APPROPRIATE ACTION FOR THE CITY OF EAST BERNARD TO ISSUE REQUESTS FOR PROPOSALS (RFP) FOR ADMINISTRATIVE SERVICES AND REQUESTS FOR QUALIFICATIONS (RFQS) FOR PROFESSIONAL SERVICES FOR THE AMERICAN RESCUE PLAN ACT OF 2021.**

Secretary Searce presented the new American Rescue Plan Act of 2021 to the Board of Alderman. The City of East Bernard was awarded \$510,410 dollars through such act. We are still waiting for final details on what we can do with the allocation. We are going to need to hire an administrator and engineer for the grant. Alderman Webster made a motion to approve the City of East Bernard to issue requests for proposals for administrative services and requests for qualifications for professional services, seconded by Alderman Farrell. The motion carried by unanimous vote.

**ADJOURNMENT**

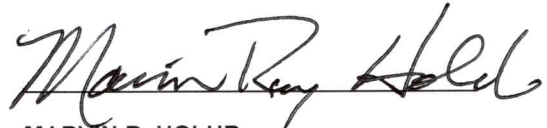
Alderman Kopycinski made a motion, seconded by Alderman Viktorin to adjourn the Regular session. The motion carried by unanimous vote. The meeting was adjourned at 7:36 p.m.

These minutes are approved on the 10<sup>th</sup> day of MAY, A.D. 2021.

ATTEST:

  
AUDREY SCEARCE  
CITY SECRETARY

APPROVED:

  
MARVIN R. HOLUB  
MAYOR