

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 6, 2015 - 5:00 P.M.**

ORGANIZATIONAL MEETING

CALL TO ORDER:

The Organizational Meeting of the East Grand Forks City Council for January 6, 2015 was called to order by the temporary chairperson City Attorney Ron Galstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, Mark Olstad, Chad Grassel, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF QUORUM:

The Temporary Chairperson Determined a Quorum was present

ADMINISTER OATH OF OFFICE FOR ELECTED OFFICIALS:

Mr. Galstad swore in Council member Pokrzywinski, Council member Tweten, and Council member DeMers.

ELECTION OF COUNCIL PRESIDENT AND VICE-PRESIDENT BY WRITTEN BALLOT:

Mr. Galstad announced the nominations for Council President were open. Council member Grassel nominated Mr. Olstad for Council President. Council member Pokrzywinski nominated Mr. Vetter for Council President. Mr. Galstad asked if there were any other nominations. There were none.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO CLOSE NOMINATIONS FOR COUNCIL PRESIDENT.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

Mr. Galstad asked the Council to cast their vote for Council President using a written ballot. Mr. Galstad read the votes with five for Mr. Olstad and two for Mr. Vetter. He declared Mark Olstad as the new Council President and asked him to take over as chair of the meeting.

President Olstad announced the nominations for Council Vice-President were open. Council member Tweten nominated Mr. Grassel for Council Vice-President. Council member Pokrzywinski nominated Mr. Vetter for Council Vice-President. President Olstad asked if there were any other nominations. There were none.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO CLOSE NOMINATIONS FOR COUNCIL VICE-PRESIDENT.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

President Olstad asked the Council to cast their vote for Council Vice-President using a written ballot. Mr. Galstad read the votes with five votes for Mr. Grassel and two votes for Mr. Vetter. He declared Chad Grassel as the new Council Vice-President.

ANNUAL BUSINESS:

1. SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS

Consider adopting Resolution No. 15-01-01 setting the time and hour of regular City Council Meetings and Work Sessions.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-01-01 SETTING THE TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS AND WORK SESSIONS.

Ms. Nelson explained the resolution stated the regular council meetings would be held on the first and the third Tuesday of the month, the work sessions would be held on the second and fourth Tuesday of the month, and all would have a start time of 5:00pm.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

2. DESIGNATE OFFICIAL NEWSPAPER

Consider adopting Resolution No. 15-01-02 designating The Exponent as the official newspaper.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-01-02 DESIGNATING THE EXPONENT AS THE OFFICIAL NEWSPAPER.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

3. DESIGNATE FINANCIAL DEPOSITORIES

Consider adopting Resolution No. 15-01-03 designating the following financial depositories.

- a. American Federal
- b. Frandsen Bank & Trust

- c. Morgan Stanley-Smith Barney
- d. Multi-Bank Securities
- e. Dain Rausher
- f. PMA – 4M Fund

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-01-03 DESIGNATING THE FINANCIAL DEPOSITORIES.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

Consider adopting Resolution No. 15-01-04 authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title Signature

- (A) Lynn Stauss, Mayor
- (B) David Murphy, City Administrator/Clerk-Treasurer
- (C) Megan Nelson, Executive Assistant
- (D) Terry Knudson, Accounting/HR Technician
- (E) Karla Anderson, Finance Director
- (F) Lynda Katka, Accounting Technician

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-01-04 AUTHORIZING PERSONS AUTHORIZED FOR ACH ORIGINATION AND FOR ONLINE BANKING.

Council member DeMers asked if the Council President should be added. Mr. Murphy explained that typically it is just the Mayor and staff since the Council has to give their approval.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE JANUARY 7, 2014 ORGANIZATIONAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:12 P.M.

Voting Aye: Vetter, Pokrzywinski, Buckalew, Tweten, Olstad, Grassel, and DeMers.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer