

**APPROVED MINUTES
OF THE ORGANIZATIONAL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 8, 2019 – 5:00 PM**

CALL TO ORDER:

The Organizational Meeting of the East Grand Forks City Council for January 8, 2019 was called to order by the temporary chairperson 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 Steve Gander, Council Members Clarence Vetter, Dale Helms, Tim Riopelle, Tim Johnson, Mark Olstad, Chad Grassel, and Marc DeMers.

Karla Anderson, Finance Director; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Keith Mykleseth, Water & Light Manager; Megan Nelson, City Clerk; 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 administered the oath of office to Council members Helms, Johnson, and DeMers.

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

PRESIDENT OF CITY COUNCIL

Mr. Galstad announced nominations for Council President were now open. Council member Riopelle nominated Council member Olstad for Council President. Council member Grassel seconded the nomination. Mr. Galstad asked if there were any other nominations. There were none. Mr. Galstad then asked for a motion to close the nominations. A motion was made by Council member Grassel, seconded by Council member Riopelle, to close the nominations for Council President. He asked they cast a written ballot to vote for Council President because it was required by the City Charter. Votes were cast and Mr. Galstad announced it was by unanimous vote Council member Olstad was elected as Council President. Council President Olstad took over running the meeting.

VICE-PRESIDENT OF CITY COUNCIL

Council President Olstad announced the nominations for Council Vice-President were open. Council member Riopelle nominated Council member Grassel for Council Vice-President. Council member Helms seconded the nomination. Council President Olstad asked if there were any other nominations.

There were none. Council President Olstad asked for a motion to close the nominations. A motion was made by Council member Riopelle, seconded by Council member Helms to close the nominations for Council Vice-President. Votes were cast and Council President Olstad announced it was by unanimous vote Council member Grassel was elected as Council Vice-President.

ANNUAL BUSINESS:

1. SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS

Consider adopting Resolution No. 19-01-01 setting the time and hour of regular City Council Meetings and Work Sessions.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 19-01-01 SETTING THE TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS AND WORK SESSIONS.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, Grassel, and DeMers.
Voting Nay: None.

2. DESIGNATE OFFICIAL NEWSPAPER

Consider adopting Resolution No. 19-01-02 designating The Exponent as the official newspaper.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 19-01-02 DESIGNATING THE EXPONENT AS THE OFFICIAL NEWSPAPER.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, Grassel, and DeMers.
Voting Nay: None.

3. DESIGNATE FINANCIAL DEPOSITORIES

Consider adopting Resolution No. 19-01-03 designating the following financial depositories.

- a. American Federal
- b. Frandsen Bank & Trust
- c. RBC Wealth Management
- d. Dain Rausher
- e. PMA – 4M Fund

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 19-01-03 DESIGNATING THE FINANCIAL DEPOSITORIES.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, Grassel, and DeMers.
Voting Nay: None.

4. DESIGNATE ACH ORIGINATION AND ONLINE BANKING

Consider adopting Resolution No. 19-01-04 authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title Signature

- (A) Steven Gander, Mayor
- (B) David Murphy, City Administrator/Clerk-Treasurer
- (C) Megan Nelson, City Clerk
- (D) Terry Knudson, HR Generalist
- (E) Karla Anderson, Finance Director
- (F) Audrey Passa, Accounting Technician

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 19-01-04 AUTHORIZING PERSONS LISTED (SUBJECT TO ANY EXPRESSED RESTRICTIONS) IS AUTHORIZED FOR ACH ORIGINATION AND FOR ONLINE BANKING.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, Grassel, and DeMers.

Voting Nay: None.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE JANUARY 8, 2019 ORGANIZATIONAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:07 P.M.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, Grassel, and DeMers.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer