

A regular meeting was held in person and virtually with the meeting originating at City Hall, Canby Minnesota on January 13, 2021 at 6pm.

Members: Nancy Bormann, Denise Hanson, Diana Fliss, Alex Renaas
attending virtually: None

Absent: Dillan Meyer

Visitors: Gerald Boulton, City Attorney
Rebecca Schrupp, City Administrator
Brian Meyer, Airport Engineer
Sheila Krohse, City Engineer
Derrick Ruether, Fire Chief
Eric Diekmann, Police Chief
Josh Theis, Canby News
Chance Anseeuw
Logan Noonan
Larry Duis
John Crowley
Becky Schmidgall
Conrad Diekmann Jr.
Megan Diekmann

Virtually Attending: None

The regular Council meeting was called to order.

Oath of Offices were given by Bormann, Hanson, Renaas, and Fliss.

The agenda was reviewed. A motion was made Fliss to approve the agenda. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried.

Minutes from the December 16th meeting were reviewed. A motion was made by Hanson and seconded by Renaas to approve the minutes from the December 16th meeting with corrections. All voted in favor. None voted against. The motion was carried.

The 2021 Designations were reviewed. A motion was made by Fliss to approve the 2021 Designations.

**Canby City Council
Official Designations for 2021**

<u>Name:</u>	<u>Designation:</u>
Denise Hanson	Acting Mayor/Mayor Pro-tem
Gerald Boulton	City Attorney
Kinner & Company LTD	Public Accountant

Canby News	Official Newspaper
First Security Bank	Official Depository
Co-op Credit Union	Additional Depository
Minnesota Municipal Money Market Fund	Additional Depository
State Bank of Taunton	Additional Depository
Bolton & Menk	Engineering Firm
John W. Meyer Ehlers & Associates	Financial Advisor

Committee Designation:

Council Representative:

Canby HRA	Denise Hanson
Airport Board	Alex Renaas
Planning Commission	Nancy Bormann Diana Fliss
EDA	Nancy Bormann Alex Renaas
REC Board	Dillan Meyer

Resolution 2021-01-13-1 was reviewed. A motion was made by Fliss and seconded by Renaas to approve Resolution 2021-01-13-1. All voted in favor. None voted against. The motion was carried.

Resolution 2021-01-13-1

**A Resolution Designating Signatories for Financial Institution
and the Powers and Limitations Thereof**

Be It Resolved, by the City Council for the City of Canby, Minnesota, hereinafter referred to as “City”, and Co-op Credit Union of Montevideo, hereinafter referred to as “Financial Institution” that the following resolutions are hereby adopted.

Any signatories (“Agent”) listed below, subject to any written limitations, are authorized to exercise the powers granted as indicated below:

Name and Title of Position:

Signature:

A. Nancy Bormann, Mayor

B. Diana Fliss, Alderman

C. Alex Renaas, Alderman

D. Rebecca Schrupp, City Administrator

E. Bonnie Merritt, Account Clerk

F. Linda Blackwelder, Administrative Secretary

Powers Granted:

Indicate A, B, C, D, E or F	Description of Power	Number of Signatures Required
A, B, C, D	Exercise all of the powers listed in this resolution	2
A, B, C, D	Open any deposit or share account(s) in the name of the City	2
A, B, C, D, E, F	Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution	2
A, B, C, D	Borrow money on behalf and in the name of the City, sign, execute and deliver promissory notes or other evidences of indebtedness	2
A, B, C, D	Endorse, assign, transfer, mortgage or pledge bills receivables, stocks, bonds, real estate, or other property now owned or hereafter owned or acquired by the City as security for sums borrowed, and to discount the same, unconditionally guaranteed payment of all bills received, negotiated or discounted and to waive demand, presentment, and protest, notice of protest and notice of non-payment	2
A, B, C, D	Enter into a written lease for the purpose of sending, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution	2
A, B, C, D, E, F	Access Safe Deposit Box in this Financial Institution	1

Limitations on Powers:

There are no limitations on powers set herein.

Further Resolutions:

1. The Financial Institution is designated as a depository for the funds of the City and to provide other financial accommodations indicated in the resolution.
2. This resolution shall continue to have effect until express written notice of its rescission or modification has been received by the Financial Institution. Any and all prior resolutions

adopted by the City Council and certified to the Financial Institution as governing the operation of this city's account(s) are in full force and effect until the Financial Institution receives and acknowledges an express written notice of its revocation, modification, or replacement. Any revocation, modification, or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.

3. The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the City. Any Agent, so long as they act in a representative capacity as agents of the City, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
4. All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the City with the Financial Institution prior to the application of this resolution hereby ratified, approved, and confirmed.
5. The City agrees to the terms and conditions of any account agreement, properly opened by any Agent of the City. The City authorizes the Financial Institution, at any time, to charge the City for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.

Certification of Authority:

This is to certify that the City Council of the City has, and at the time of adoption of this resolution had, full power, and lawful authority to adopt the preceding resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

In WITNESS WHEREOF, I have subscribed my name and to this document on January 13th, 2021.

Attest:

Mayor

City Administrator

Resolution 2021-01-13-2 was reviewed. A motion was made by Fliss and seconded by Renaas to approve resolution 2021-01-13-2. All voted in favor. None voted against. The motion was carried.

Resolution 2021-01-13-2

A Resolution Designating Signatories for Financial Institution and the Powers and Limitations Thereof

Be It Resolved, by the City Council for the City of Canby, Minnesota, hereinafter referred to as “City”, and First Security Bank Canby, hereinafter referred to as “Financial Institution” that the following resolutions are hereby adopted.

Any signatories (“Agent”) listed below, subject to any written limitations, are authorized to exercise the powers granted as indicated below:

Name and Title of Position:

Signature:

A. Nancy Bormann, Mayor

B. Diana Fliss, Alderman

C. Alex Renaas, Alderman

D. Rebecca Schrupp, City Administrator

E. Bonnie Merritt, Account Clerk

F. Linda Blackwelder, Administrative Secretary

Powers Granted:

Indicate A, B, C, D, E or F	Description of Power	Number of Signatures Required
A, B, C, D	Exercise all of the powers listed in this resolution	2
A, B, C, D	Open any deposit or share account(s) in the name of the City	2
A, B, C, D, E, F	Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution	2
A, B, C, D	Borrow money on behalf and in the name of the City, sign, execute and deliver promissory notes or other evidences of indebtedness	2
A, B, C, D	Endorse, assign, transfer, mortgage or pledge bills receivables, stocks, bonds, real estate, or other property now owned or hereafter owned or acquired by the City as security for sums borrowed, and to discount the same, unconditionally	2

	guaranteed payment of all bills received, negotiated or discounted and to waive demand, presentment, and protest, notice of protest and notice of non-payment	
A, B, C, D	Enter into a written lease for the purpose of sending, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution	2
A, B, C, D, E, F	Access Safe Deposit Box in this Financial Institution	1

Limitations on Powers:

There are no limitations on powers set herein.

Further Resolutions:

6. The Financial Institution is designated as a depository for the funds of the City and to provide other financial accommodations indicated in the resolution.
7. This resolution shall continue to have effect until express written notice of its rescission or modification has been received by the Financial Institution. Any and all prior resolutions adopted by the City Council and certified to the Financial Institution as governing the operation of this city's account(s) are in full force and effect until the Financial Institution receives and acknowledges an express written notice of its revocation, modification, or replacement. Any revocation, modification, or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
8. The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the City. Any Agent, so long as they act in a representative capacity as agents of the City, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
9. All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the City with the Financial Institution prior to the application of this resolution hereby ratified, approved, and confirmed.
10. The City agrees to the terms and conditions of any account agreement, properly opened by any Agent of the City. The City authorizes the Financial Institution, at any time, to charge the City for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.

Certification of Authority:

This is to certify that the City Council of the City has, and at the time of adoption of this resolution had, full power, and lawful authority to adopt the preceding resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

In WITNESS WHEREOF, I have subscribed my name and to this document on January 13th, 2021.

Attest:

Mayor

City Administrator

Resolution 2021-01-13-3 was reviewed. A motion was made by Fliss and seconded by Hanson to approve Resolution 2021-01-13-3. All voted in favor. None voted against. The motion was carried.

Resolution 2021-01-13-3

A Resolution Designating Signatories for Financial Institution and the Powers and Limitations Thereof

Be It Resolved, by the City Council for the City of Canby, Minnesota, hereinafter referred to as “City”, and State Bank of Taunton, hereinafter referred to as “Financial Institution” that the following resolutions are hereby adopted.

Any signatories (“Agent”) listed below, subject to any written limitations, are authorized to exercise the powers granted as indicated below:

Name and Title of Position:

Signature:

A. Nancy Bormann, Mayor

B. Diana Fliss, Alderman

C. Alex Renaas, Alderman

D. Rebecca Schrupp, City Administrator

E. Bonnie Merritt, Account Clerk

F. Linda Blackwelder, Administrative Secretary

Powers Granted:

Indicate A, B, C, D, E or F	Description of Power	Number of Signatures Required
A, B, C, D	Exercise all of the powers listed in this resolution	2
A, B, C, D	Open any deposit or share account(s) in the name of the City	2
A, B, C, D, E, F	Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution	2
A, B, C, D	Borrow money on behalf and in the name of the City, sign, execute and deliver promissory notes or other evidences of indebtedness	2
A, B, C, D	Endorse, assign, transfer, mortgage or pledge bills receivables, stocks, bonds, real estate, or other property now owned or hereafter owned or acquired by the City as security for sums borrowed, and to discount the same, unconditionally guaranteed payment of all bills received, negotiated or discounted and to waive demand, presentment, and protest, notice of protest and notice of non-payment	2
A, B, C, D	Enter into a written lease for the purpose of sending, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution	2
A, B, C, D, E, F	Access Safe Deposit Box in this Financial Institution	1

Limitations on Powers:

There are no limitations on powers set herein.

Further Resolutions:

11. The Financial Institution is designated as a depository for the funds of the City and to provide other financial accommodations indicated in the resolution.
12. This resolution shall continue to have effect until express written notice of its rescission or modification has been received by the Financial Institution. Any and all prior resolutions adopted by the City Council and certified to the Financial Institution as governing the operation of this city's account(s) are in full force and effect until the Financial Institution receives and acknowledges an express written notice of its revocation, modification, or replacement. Any revocation, modification, or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
13. The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the City. Any Agent, so long as they act in a representative capacity as agents of the City, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated in

this resolution, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.

14. All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the City with the Financial Institution prior to the application of this resolution hereby ratified, approved, and confirmed.
15. The City agrees to the terms and conditions of any account agreement, properly opened by any Agent of the City. The City authorizes the Financial Institution, at any time, to charge the City for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.

Certification of Authority:

This is to certify that the City Council of the City has, and at the time of adoption of this resolution had, full power, and lawful authority to adopt the preceding resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

In WITNESS WHEREOF, I have subscribed my name and to this document on January 15th, 2020.

Attest:

Mayor

City Administrator

Eric Diekmann was sworn in as the City's Police Chief. He shared information about his first week and a half. He talked about some equipment items that have been replaced and may come up down the road. He discussed having citizens fill out a complaint form for ordinance violations.

Brian Meyer discussed Task Order 3. A motion was made by Hanson to approve Task Order 3. The motion was seconded by Renaas. All voted in favor. None voted against. The motion was carried.

Sheila Krohse introduced herself to the new members.

Chief Ruether discussed the bid for the pumper truck that was received. It was for \$4,500.00. He asked the Council to reject the bid and then advertise the truck on Fire Tech. They work on a 10% commission. A motion was made by Fliss and seconded by Renaas to work with Fire Tech to list the old pumper truck. All voted in favor. None voted against. The motion was carried.

Chief Ruether brought up Emergency Medical Response training. He would like to renew 9 members that were certified a few years ago and train an additional 5. The cost would be \$2,250.00. A motion was made by Hanson and seconded by Renaas to approve the training. All voted in favor. None voted against. The motion was carried.

Chief Ruether discussed selling a 1948 fire truck for \$500.00 as it is just sitting in storage. A motion was made by Renaas to sell the 1948 truck for \$500.00. Fliss seconded the motion. All voted in favor. None voted against. The motion was carried.

Larry Duis and Chance Anseeuw discussed a PERA increase for the fireman. A motion was made by Fliss and seconded by Hanson to approve Resolution 2021-01-13-5. All voted in favor. None voted against. The motion was carried.

**CITY OF CANBY
RESOLUTION No. 2021-01-13-5**

**A RESOLUTION OPTING TO INCREASE THE BENEFIT LEVEL FOR
FIREFIGHTERS WHO ARE VESTED IN THE STATEWIDE VOLUNTEER
FIREFIGHTER PLAN**

The City Council of the City of Canby, Minnesota, does ordain:

WHEREAS: The City previously authorized the fire department to join the Statewide Volunteer Firefighter Plan administered by the Public Employees Retirement Association (PERA); and

WHEREAS: The City requested and obtained a cost analysis of increasing the benefit level for firefighters who are vested in the Statewide Volunteer Firefighter Plan from PERA not more than 120 days ago; and

WHEREAS: The City understands that Minnesota statute allows an increase in benefit levels if the plan is fully funded, but does not have provisions for a decrease in benefit levels; and

WHEREAS: The City highly values the contributions of City Fire Department members to the safety and well being of our community and wishes to safeguard their pension investments in a prudent manner.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CANBY, MINNESOTA:

- 1) The City hereby approves an increase in the benefit level for firefighters who have completed at least 5 years of good time service credit as a member of the Statewide Volunteer Firefighter Plan administered by PERA at the \$2,700.00 benefit level per year of service, effective January 1, 2021; and

- 2) The Administrator and Mayor are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.

BY:

ATTEST:

Mayor

City Administrator

A contract with PLM for the treating of Lake Sylvan was reviewed. A motion was made by Hanson to approve the PLM contract. The motion was seconded by Renaas. All voted in favor. None voted against. The motion was carried.

The utility rates for 2021 were reviewed. A motion was made by Hanson and seconded by Renaas to approve Resolution 2021-01-13-4. All voted in favor. None voted against. The motion was carried.

City of Canby
Resolution 2021-01-13-4

A Resolution Setting the Utility Rate Charges for the City of Canby for 2021

The City Council for the City of Canby does hereby ordain:

WHEREAS, the City has committed to funding its infrastructure replacement for future years through increased utility rate charges; and

WHEREAS, under the advisement of financial planning completed prior to the 2017 Infrastructure Project the City is to increase its utility rates each year;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF CANBY;

The utility rate charges for the City of Canby for 2021 are updated to be as follows:

Water

Base Charge – \$17.87

Use Charge – \$0.00569 per gallon

Sewer

Base Charge – \$19.08

Use Charge – \$0.00330 per gallon

Storm Sewer

Base Charge – \$14.79

Passed by the City Council this 13th day of January, 2021.

Attest:

Mayor

City Administrator

A representative for the RDC Board was discussed. Hanson will go to a meeting and see about joining.

The vendor transactions for December 17-December 31, 2020 were reviewed. A motion was made by Fliss to approve the transactions in the amount of \$615,297.93. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried.

A motion was made by Hanson to adjourn the meeting. The motion was seconded by Renaas. All voted in favor. None voted against. The motion was carried.

Attest:

Mayor

City Administrator