

A regular meeting was held in person and virtually with the meeting originating at City Hall, Canby Minnesota on January 10, 2024, at 6:00 pm.

Members: Nancy Bormann, Marisa Kack, Diana Fliss

Absent: Denise Hanson

Visitors: Bonnie Merritt, Interim City Administrator
Thalia Sik, Administrative Secretary
Gerald Boulton, City Attorney
Stephanie Assarsson, Canby News

Virtually Attending:
None

The regular Council meeting was called to order.

The agenda was reviewed. A motion was made by Fliss and seconded by Kack to approve the revised agenda with the addition of the purchase of a piece of equipment for the Public Works department and the discussion of a February meeting date. All voted in favor. None voted against. The motion was carried.

The minutes of the December 20th meeting were reviewed. A motion was made by Fliss and seconded by Kack to approve the minutes from the December 20th meeting. All voted in favor. None voted against. The motion was carried.

Council Designations were discussed. A motion was made by Kack and seconded by Fliss to approve the presented council designations. All voted in favor. None voted against. The motion was carried.

**Canby City Council
Official Designations for 2024**

<u>Name:</u>	<u>Designation:</u>
Diana Fliss	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	Financial Advisor
Ehlers & Associates	
<u>Committee Designation:</u>	<u>Council Representative:</u>
Canby HRA	Marisa Kack
Airport Board	Diana Fliss
Planning Commission	Nancy Bormann
	Diana Fliss

EDA
REC Board

Nancy Bormann
Denise Hanson
Marisa Kack

A motion was made by Kack and seconded by Fliss to approve the purchase agreement between the City of Canby and Kevin & Deborah Hoffman for Lot Four (4), Block Two (2), Canby Industrial Park, a Subdivision of Canby, MN. All voted in favor. None voted against. The motion was carried.

A motion was made by Fliss and seconded by Kack to approve Resolution 2024-01-10-1 with the revision of replacing Denise Hanson with Marisa Kack. All voted in favor. None voted against. The motion was carried.

**Resolution 2024-01-10-1
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 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:

- A. Nancy Bormann, Mayor
- B. Diana Fliss, Alderman
- C. Marisa Kack, Alderman
- D. Bonnie Merritt, Interim City Administrator
- E. Bonnie Merritt, Account Clerk
- F. Thalia Sik, Administrative Secretary

Signature:

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 10th, 2024.

Attest:

Mayor

Interim City Administrator

A motion was made by Fliss and seconded by Kack to approve Resolution 2024-01-10-2 with the revision of replacing Denise Hanson with Marisa Kack. All voted in favor. None voted against. The motion was carried.

**Resolution 2024-01-10-2
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 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. Marisa Kack, Alderman
- D. Bonnie Merritt, Interim City Administrator
- E. Bonnie Merritt, Account Clerk
- F. Thalia Sik 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:

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 10th, 2024.

Attest:

Mayor

Interim City Administrator

A motion was made by Fliss and seconded by Kack to approve Resolution 2024-01-10-3 with the revision of replacing Denise Hanson with Marisa Kack. All voted in favor. None voted against. The motion was carried.

**Resolution 2024-01-10-3
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:

<u>Name and Title of Position:</u>	<u>Signature:</u>
A. Nancy Bormann, Mayor	_____
B. Diana Fliss, Alderman	_____
C. Marisa Kack, Alderman	_____
D. Bonnie Merritt, Interim City Administrator	_____
E. Bonnie Merritt, Account Clerk	_____
F. Thalia Sik, 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 10th, 2024.

Attest:

Mayor

Iterim City Administrator

A motion was made by Fliss and seconded by Kack to approve Resolution 2024-01-10-4. All voted in favor. None voted against. The motion was carried.

**City of Canby
Resolution 2024-01-10-4
A Resolution Setting the Utility Rate Charges for the City of Canby for 2024**

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 the utility rate study completed in 2021 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 2024 are updated to be as follows:

Water

Base Charge – \$19.53

Use Charge – \$0.00622 per gallon

Sewer

Base Charge – \$21.47

Use Charge – \$0.00371 per gallon

Storm Sewer

Base Charge – \$18.63

Garbage Rates

Jumbo Cans -- \$34.54

Large Cans -- \$23.31
Small Cans -- \$12.71

Passed by the City Council this 10th day of January, 2024.

Attest:

Mayor

Interim City Administrator

A policy for the new Earned Sick & Safe Time law was discussed. This policy was tabled until the next meeting.

Vendor transactions for December 20-31, 2023, were reviewed. A motion was made by Fliss and seconded by Kack to approve the December 20-31, 2023, transactions in the amount of \$843,722.48. All voted in favor. None voted against. The motion was carried.

A motion was made by Fliss and seconded by Kack to approve the purchase of a 2021 Bobcat from Lorenzen Equipment in the amount of \$57,650.00 which includes a trade-in value of \$18,500.00 for the Bobcat 773. This was a budgeted piece of equipment. All voted in favor. None voted against. The motion was carried.

A motion was made by Fliss and seconded by Kack to adjourn the meeting. All voted in favor. None voted against. The motion was carried.

Attest:

Nancy Bormann, Mayor

Bonnie Merritt, Interim City Administrator