

**AGENDA
OF THE ORGANIZATIONAL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 7, 2025 – 5:00 PM**

ORGANIZATIONAL MEETING

CALL TO ORDER:

CALL OF ROLL:

PLEDGE OF ALLEGIANCE:

ADMINISTER OATH OF OFFICE FOR ELECTED OFFICIALS:

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

PRESIDENT OF CITY COUNCIL

- a) Temporary Chairman announces that nominations for the Council Presidency are now open.
- b) Motion to close nominations.
- c) Written ballot for Council President
- d) Results declared and elected Council President asked to take the Chair.

VICE-PRESIDENT OF CITY COUNCIL

- a) Council President Announces that nominations are now open for the Vice-Presidency of the City Council.
- b) Motion to close nominations
- c) Written ballot for Council Vice-President.
- d) Results declared and Council Vice-President installed.

ADJOURN:

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 7, 2024 - FOLLOWING THE ORGANIZATIONAL
MEETING**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF QUORUM:

RECOGNITION OF MAYOR GANDER:

DEDICATION OF THE LYNN STAUSS COUNCIL CHAMBERS:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

ANNUAL BUSINESS:

1. Consider adopting Resolution No. 25-01-01 setting the time and hour of regular City Council Meetings and Work Sessions.
2. Consider adopting Resolution No. 25-01-02 designating The Exponent as the official newspaper.
3. Consider adopting Resolution No. 25-01-03 designating the following financial depositories.
 - a. American Federal
 - b. Frandsen Bank & Trust
 - c. RBC Wealth Management
 - d. PMA – 4M Fund
4. Consider adopting Resolution No. 23-01-04 authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title Signature

- (A) Mark Olstad, Mayor
- (B) Reid Huttunen, City Administrator/Clerk-Treasurer
- (C) Megan Nelson, City Clerk
- (D) Terry Knudson, HR Generalist
- (E) Karla Anderson, Finance Director
- (F) Renee Kringlen, Accounting Technician

APPROVAL OF MINUTES:

5. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of December 17, 2024.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

6. Consider adopting Resolution No. 25-01-05 designating “C&H” Insurance” as the insurance agency to handle the city policy for 2025.
7. Consider adopting Resolution No. 25-01-06 approving the 2025 Administrative Services Agreement with Wex Benefits.
8. Consider adopting Resolution No. 25-01-07 enabling elected and/or appointed officials of the City of East Grand Forks to be covered by the Minnesota Workers Compensation Law.
9. Consider adopting Resolution No. 25-01-08 approving the following Boards & Commission appointments and reappointments as presented by the appropriate elected officials.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

10. Regular meeting minutes of the Water, Light, Power, and Building Commission for December 4 and December 18, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

11. Consider approving Ordinance 44, 4th Series amending City Code Chapter 33 Entitled "Finance and Taxation" by adding sections 33.15 to 33.24 Sales And Use Tax Local Improvement Projects, and by adopting by reference City Code Chapter 1 and Section 10.99 which, among other things, contain penalty provisions (1st Reading).
12. Consider adopting Resolution No. 25-01-09 approving the Forgivable Loan Agreement and Promissory Note and approve the hiring of Emily Barth as a Police Officer at a salary of \$29.60 per hour contingent upon all conditions being met.
13. Consider approving the updated Sick Time Policy to comply with the Earned Sick and Safe Time law.

CLAIMS:

14. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings

The meeting schedule will be set following the January 7th Council Meeting.