A regular meeting of the City Council for the City of Canby, Minnesota was held on January 10, 2018 at 7:00 P.M. in the City Council Chambers.

Members: Nancy Bormann, Gene Bies, Ryan Feiock, Denise Hanson, Jackie Paulsen

Absent: None

Visitors: Rebecca Schrupp, City Administrator  
 Gerald Boulton, City Attorney

Phillip DeSchepper, City Engineer

Chris Husby, Public Works Director

Jody Olson

Doug Balvin

Mark Schilling

The Pledge of Allegiance was recited.

The meeting was called to order.

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

Doug Balvin from Canby Farmer’s Grain and Mark Schilling from Olson’s Pest Technicians addressed the Council after a citizen sent a complaint to the City Administrator about the phosphine gas being used to fumigate the grain bunker, the smell coming from the bunker, and the length of time that the grain is stored in the bunker. Doug shared with the Council that their license is for a permanent storage unit and is not a temporary holding facility. Mark shared with the Council the procedure for the fumigation. With the process, they make sure there is a zero reading at least 3 ft from the structure and the closest home is about 75 ft away.

Resolution 2018-01-10-1 was reviewed. A motion was made by Feiock to adopt Resolution 2018-01-10-1. The motion was seconded by Paulsen. All voted in favor. None voted against. The motion was carried.

**Resolution 2018-01-10-1**

**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: Signature:

A. Nancy Bormann, Mayor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B. Ryan Feiock, Alderman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

C. Jackie Paulsen, 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 10th, 2018.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
City Administrator

Resolution 2018-01-10-2 was reviewed. A motion was made by Feiock to adopt Resolution 2018-01-10-2. The motion was seconded by Paulsen. All voted in favor. None voted against. The motion was carried.

**Resolution 2018-01-10-2**

**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. Ryan Feiock, Alderman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

C. Jackie Paulsen, 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 10th, 2018.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
City Administrator

Resolution 2018-01-10-3 was reviewed. A motion was made by Hanson to adopt Resolution 2018-01-10-3. The motion was seconded by Bies. All voted in favor. None voted against. The motion was carried.

**Resolution 2018-01-10-3**

**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:

Name and Title of Position: Signature:

A. Nancy Bormann, Mayor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B. Ryan Feiock, Alderman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

C. Jackie Paulsen, 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:**

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In WITNESS WHEREOF, I have subscribed my name and to this document on January 10th, 2018.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
City Administrator

The Council Designations were reviewed. A motion was made by Bies to approve the Council Designations. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried with Feiock abstaining.

**Canby City Council  
Official Designations for 2018**

Name: Designation:

Ryan Feiock 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

Committee Designation: Council Representative:

Canby HRA Jackie Paulsen

Airport Board Ryan Feiock

Planning Commission Eugene Bies

EDA Nancy Bormann  
 Denise Hanson

Recreation Board Ryan Feiock

Phillip DeSchepper addressed the Council on the funding for the infrastructure project. PFA has informed the City that there are no longer WIF funds to provide the grant for the drinking water portion of the project. This is about $2.2 million. The Council was given the options of moving ahead with loan only for the drinking water portion of the project, reject the bids and rebid once a bonding bill is passed, hold the bid with an extension from the contractor until the bonding bills is passed, or until the end of May. DeSchepper will get a letter from Kuechle Underground, Inc. on their position of holding their bid until May. DeSchepper will bring that to the next meeting.

DeSchepper also discussed with the Council their decision to move forward with the work that needed to be completed on the water plant. The plan a few years ago was to go for funding from PFA this year. If this option were to still take place, design would need to be done now so that the submission could be in March. There were questions on if the rates would have to go up more than the 3% and with the current water plant bond set to be completed in 2019, would this just roll into those payments.

Husby was asked if the trees on Poplar that were marked in a blue “X” were being taken down because of the project or because of old age. He stated it was because of their age.

A temporary liquor license for St. Peters was discussed. A motion was made by Feiock to approve the temporary liquor license for St. Peters. The motion was seconded by Paulsen. All voted in favor. None voted against. The motion was carried.

Ordinance 231.2 was reviewed. A motion was made by Bies to introduce Ordinance 231.2. The motion was seconded by Feiock. All voted in favor. None voted against. The motion was carried.

The vendor transactions were reviewed. A motion was made by Hanson to approve the vendor transactions in the amount of $596,774.92. The motion was seconded by Bies. All voted in favor. None voted against. The motion was carried.

The City has given the Chamber $1,500.00 a year to be a part of the Chamber. A motion was made by Bies to give the Chamber $1,500.00. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried.

A motion was made by Feiock to move to a closed session for contract negotiations. The motion was seconded by Hanson. All voted in favor. None voted against. The motion was carried.

A motion was made by Hanson to extend the farm leases to AC Farms and Austin Citrowski for 3 years. The motion was seconded by Bies. All voted in favor. None voted against. The motion was carried.

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

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Acting Mayor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
City Administrator