**EAST RANGE WATER BOARD**

**Re-Organization Meeting Minutes**

**Wednesday, January 17, 2024**

**City/Town Government Center**

***Appointed Board Members for City of Aurora Present:*** *Doug Gregor, Chairman of the Board; David Skelton (via Zoom-non-voting); Dennis Schubbe;*

***Appointed Board Members for the Town of White Present:*** *Jon Skelton, Vice Chairman of the Board; Clark Niemi;*

***Other Team Members Present:*** *Kimberly Berens (*COA);*Jodi Knaus (TOW);*

1. The Annual Reorganization Meeting was called to order by Chairman Gregor at 5:30 p.m.
2. Appointment of Chairman, Vice Chairman, and Secretary/Treasurer Board Members:

**MOVED BY JON SKELTON, SUPPORTED BY CLARK NIEMI TO KEEP THE OFFICES FILLED WITH THE SAME APPOINTED IN 2023 IN 2024 WITH GREGOR AS CHAIRMAN, JON SKELTON AS VICE CHAIRMAN AND DAVID SKELTON AS SECRETARY/TREASURER AND VICE CHAIRMAN WILL SIGN DOCUMENTS IN SECRETARY/TREASURER’S ABSENCE. MOTION CARRIED**

1. RESOLUTION 2024-001 RULES OF PROCEDURE FOR THE EAST RANGE WATER BOARD, DESIGNATION OF OFFICIAL DEPOSITORIES, DESIGNATION OF COLLATERAL AUTHORITY, DESIGNATION OF OFFICIAL NEWSPAPER, AND MAKING FURTHER OPERATIONAL DETERMINATIONS AND DESIGNATIONS FOR THE EAST RANGE WATER BOARD WAS PRESENTED:

**WHEREAS**, the East Range Water Board with offices in the City of Aurora at 16 West 2nd Avenue North, Aurora Minnesota 55705 (the “**Board**”) is the governing body of that certain joint powers entity which was created pursuant to Minnesota Statutes, Section 471.59, as the same may be amended from time to time (the “**Act**”) and the provisions of the Joint Powers Agreement (as it may be further amended and supplemented from time to time, the “Agreement”) which was entered into on July 22, 2021 by and between the City of Aurora, Minnesota, a municipal corporation under the laws of the State of Minnesota (“Aurora”) and the Town of White, a Township duly organized in St. Louis County, Minnesota (“White”, and collectively the “Governmental Units”), and

**WHEREAS**, the Board upon properly posted notice is meeting in open public session at the Council Chambers in City Hall in the City of Aurora, and has previously adopted Robert’s Rules of Order as its rules of procedure for the conduct of its meetings and business, and hereby finds that such rules as previously adopted are sufficient for this year and future years, and

**WHEREAS**, the Act and Minnesota Statutes Chapter 427, as each of the same may be amended from time to time, requires the Board to establish official depositories for Board and related City funds; and

**WHEREAS**, the Board has previously designated and now wishes to re-designate, depositories for Board and related City funds which, pursuant to Minnesota State Statutes are required to be deposited in such manner as to be secured by deposit insurance, bond, or collateral; and further, that State Statute 118.01 requires approval of collateral submitted for security and allows the Board to designate an official with approval authority, and

**WHEREAS**, State Statutes mandate the Board to designate an Official Newspaper for the Board’s publication of Annual Financial Statements, Board Proceedings, Notices of Official meetings, Resolutions, and other official Board notices and that such newspaper must be a paper of general circulation in the Board’s Service Area as described in its adopted By-Laws; and

**WHEREAS**, in the interest of disseminating public information, the Board designates a radio station as the designated official radio station;

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby re-adopts the "Rules of Procedure" adopted in 2022 as being those provided in Robert’s Rules of Order, and

**BE IT FURTHER RESOLVED** that the day, time, and place for Regular meetings of the Board shall be the 3rd Wednesday of each month starting at 4:30 p.m., unless otherwise subsequently determined by the Board; and,

**BE IT FURTHER RESOLVED** that the Fryberger Law Firm of Duluth, Minnesota is hereby designated as the Board’s legal advisors for 2024 unless subsequently terminated; and

**BE IT FURTHER RESOLVED** that the Board hereby designates the East Range Times as the Official Newspaper of the Board for 2024 and the Secretary of the Board should publish all designated public notices in said newspaper.

**BE IT FURTHER RESOLVED** that the Board hereby designates WEVE of Eveleth as Official Radio Station for 2024.

**BE IT FURTHER RESOLVED** thatthe official posting area for official notices of the Board shall be the notice Board within the City/Town Government Center, at 16 West 2nd Avenue North, Aurora Minnesota 55705; and,

**BE IT FURTHER RESOLVED** thatthe Board hereby designates as its engineering firm for the Project, Short, Elliott, and Hendrickson, Inc.; and

**BE IT FURTHER RESOLVED** that the Board designates as its insurance agent and agency, Jared Ahrens of the Ahrens Insurance Agency, Inc.; and,

**BE IT FURTHER RESOLVED** that the Board hereby designates the Northern State Bank of Aurora as official depository of Board and related City funds and authorizes the authorized agents of the Board to deposit funds in said institution only to the extent that the institutions have provided documentation of collateral in at least 110% of the amount authorized to be deposited therein, and;

**BE IT FURTHER RESOLVED,** that the Board designates the accounting firm of Walker, Giroux & Hahne as its auditing firm for 2024; and,

**BE IT FURTHER RESOLVED** that the Board designates David Drown Associates acting through its employee Shannon Sweeney as the Board’s financial advisory firm for 2024; and,

**BE IT FURTHER RESOLVED** that the Board designates the Board’s Treasurer as its authorized agent to approve collateral that conforms to State Statute guidelines submitted as security for such Board and related City funds, and

**BE IT FURTHER RESOLVED** that non-publicly employed Board members who are not otherwise publicly compensated are entitled to a payment at the rate of Thirty dollars ($30.00) for each attendance at an official meeting of the Board.

**ADOPTED this 17th day of January 2024. MOVED BY JON SKELTON, SUPPORTED BY DENNIS SCHUBBE. MOTION CARRIED**

1. Adjournment

**MOTION BY CLARK NIEMI, SUPPORTED BY DENNIS SCHUBBE TO ADJOURN MEETING AT 5:34 P.M. MOTION CARRIED**

**Respectfully Submitted, Jodi Knaus**