

COUNCIL PROCEEDINGS
CROSSLAKE, MINNESOTA
SPECIAL COUNCIL SESSION
January 5, 1987 - 6:00 p.m.

The City Council of Crosslake, Minnesota met in a special session on Monday, January 5, 1987 in the Council Chambers of City Hall. Present were Mayor Oliver Courts, and Councilmembers Libby Andolshek, Lyle Arends, Diana Gallaway and Oliver Yates. Also present were Arlene A. Buchite, City Clerk/Treasurer and 14 citizens from the community.

Mayor Courts called this special meeting to order at 6:00 p.m.

Mayor Courts opened the meeting by stating that the first order of business would be to appoint Libby Andolshek as acting mayor. MOTION NO. 1S-01-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN YATES TO APPROVE OF LIBBY ANDOLSHEK AS ACTING MAYOR. MOTION PASSED WITH MS. ANDOLSHEK ABSTAINING.

Mayor Courts then addressed the issue of day and time for regular council meetings if the winter session should be held an hour earlier or if the time should be kept the same year round on the second Monday of the month. MOTION NO. 1S-02-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN ANDOLSHEK TO KEEP THE DAY FOR REGULAR COUNCIL MEETINGS AS THE SECOND MONDAY OF EACH MONTH AND THE STARTING TIME AT 7:30 P.M. ALL YEAR. MOTION PASSED UNANIMOUSLY.

The next item of business was the designation of depositories. MOTION NO. 1S-03-87 WAS MADE BY COUNCILMAN ANDOLSHEK AND SECONDED BY COUNCILMAN GALLAWAY TO APPROVE NORTHERN NATIONAL BANK AND BRAINERD NATIONAL BANK AS THE OFFICIAL DEPOSITORIES FOR THE CITY AND TO KEEP ALL ACCOUNTS IN EACH BANK AS THEY PRESENTLY ARE.

Mayor Courts said he would like to state an opinion as to how he would like to see the Council meeting run. He said he would like to have anyone who wishes to speak to raise his hand and have the chair recognize him. MOTION NO. 1S-04-87 WAS MADE BY COUNCILMAN YATES AND SECONDED BY COUNCILMAN GALLAWAY TO INITIATE PARLIAMENTARY LAW WHEREBY ANY COUNCILMEMBER OR CITIZEN WHO WISHES TO HAVE THE FLOOR MUST RAISE HIS HAND AND BE RECOGNIZED BY THE MAYOR. MOTION PASSED UNANIMOUSLY. Mayor Courts said he felt this would enable the Council to have a more orderly meeting and did not want to complicate things.

The Aye or Nay system of voting was discussed briefly. MOTION NO. 1S-05-87 WAS MADE BY COUNCILMAN GALLAWAY AND SECONDED BY COUNCILMAN ANDOLSHEK TO CONTINUE WITH THE AYE AND NAY SYSTEM AS IS CURRENTLY USED WITH NAME TO BE RECORDED FOR NAY VOICES. Councilman Andolshek requested to have names for voting on controversial issues repeated at the Council session as it is impossible to tell when you are sitting in the audience who voted nay. MOTION PASSED UNANIMOUSLY.

The appointment of City Attorney was then discussed. Mayor Courts said the Council had a letter in front of them from James Gammello who was interested in becoming appointed and from Thomas Fitzpatrick who is the current City

Attorney. Mayor Courts pointed out that he felt Mr. Fitzpatrick had done an excellent job as City Attorney and that Mr. Gammello would charge the City the same amount as the current attorney and that Mr. Gammello was also involved with the Chamber of Commerce. Mr. Arends commented that he felt we should have a City Attorney who had offices a couple days a week in Crosslake. MOTION NO. 1S-06-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN ANDOLSHEK TO RETAIN JAMES GAMMELLO AS CITY ATTORNEY. Discussion ensued as to how long Mr. Gammello has been associated with the firm of Carlson, Greiner and Law and whether Mr. Fitzpatrick had been notified of Mr. Gammello's intentions. Clerk Buchite indicated that she had spoken with Mr. Fitzpatrick and that he and the entire firm of Fitzpatrick, Larson, Fitzpatrick and Nelson were very interested in continuing to represent the City of Crosslake, that they have many years of expertise in the field of municipalities. COUNCILMAN ANDOLSHEK WITHDREW HER SECOND. Mayor Courts asked twice for a second to the motion on the floor. COUNCILMAN YATES SECONDED THE MOTION. MOTION PASSED WITH COUNCILMAN ANDOLSHEK VOTING NAY.

Mayor Courts then addressed the issue of commissions and of commission members living outside the City limits of Crosslake. Mayor Courts said he found it personally hard to live with that all commission members had to live within the City limits because he had been trying for two months to find persons who were interested and willing to serve on the commissions. He said he would like to have the rule changed that someone residing just outside the limits should be allowed to be commission members but not to go as far as Brainerd or Pequot Lakes for members. MOTION NO. 1S-07-87 WAS MADE BY COUNCILMAN ANDOLSHEK AND SECONDED BY COUNCILMAN GALLAWAY TO ALLOW PERSONS WHO RESIDE OUTSIDE OF CITY LIMITS TO SERVE ON COMMISSIONS AS LONG AS THEY DO NOT LIVE AS FAR AWAY AS BRAINERD OR PEQUOT LAKES. Councilman Arends commented that he did not feel that anyone living outside of Crosslake should be allowed to spend Crosslake tax payers money. It was brought up that commission members do not have any administrative authority and that someone who had expertise in a given field could be very beneficial to the commissions. Mayor Courts asked for comments from the audience but no one spoke. MOTION PASSED WITH COUNCILMAN ARENDS VOTING NAY. Ms. Gallaway read from a booklet which all councilmembers received from the League which stated that the most important function of the Council was to fill non-elected positions of leadership and responsibility with top caliber people. The booklet did not state where these people should come from.

Mayor Courts then preceeded to read the names for the telephone commission and stated the membership will stay the same. MOTION NO. 1S-08-87 WAS MADE BY COUNCILMAN ANDOLSHEK AND SECONDED BY COUNCILMAN ARENDS TO APPROVE ROBERT TURNER, DENE CARNEY, RICHARD KENDALL, SCOTT HENDERSON AND DOUG NELSON AS TELEPHONE COMMISSION MEMBERS AND DIANA GALLAWAY AS LIAISON. MOTION PASSED UNANIMOUSLY.

Libby Andolshek was named as Cemetery liaison by Mayor Courts. The Public Safety commission members reappointed are Jim Gallaway, Judy Cotten, and Roger Bershem with new members being Robert Weibke and Robert Baker. Bill Reed turned in his resignation from the Public Safety commission effective December 1, 1986. MOTION NO. 1S-09-87 WAS MADE BY COUNCILMAN

ANDOLSHEK AND SECONDED BY COUNCILMAN GALLAWAY TO APPROVE THE APPOINTMENT OF LIBBY ANDONSHEK AS CEMETERY LIAISON AND TO APPROVE PUBLIC SAFETY COMMISSION MEMBERS JIM GALLAWAY, JUDY COTTEN, ROGER BURSHEN, ROBERT WEIBKE AND ROBERT BAKER WITH OLIVER COURTS AS LIAISON. MOTION PASSED UNANIMOUSLY.

Mayor Courts stated that terms for two present Park commission members had expired, namely Dan Beavers and Tom Mezzenga, and they did not wish to remain on the Park commission. Mr. Courts named Art Holth and Bill Souther to replace them. MOTION NO. 1S-10-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN GALLAWAY TO APPROVE MEMBERS AVERY HOFF, PAUL SCHROEDER, SHARON SCHMIDT, ART HOLTH, AND BILL SOUTHER ON THE PARK COMMISSION WITH LIBBY ANDOLSHEK AS LIAISON. MOTION PASSED UNANIMOUSLY.

Mayor Courts indicated he was appointing two new members to the Road commission but would still need one more. The new appointees are Gary Ennenga and Jim Fager. MOTION NO. 1S-11-87 WAS MADE BY COUNCILMAN ANDOLSHEK AND SECONDED BY COUNCILMAN GALLAWAY TO APPROVE ROAD COMMISSION MEMBERS GARY ENNENGA; JIM FAGER, DALE DICKEY, AND RUDY KOKSMA WITH OLIVER YATES AS LIAISON. Councilman Arends indicated that since Gary Ennenga was not a resident of Crosslake he was not in favor of having him serve on a commission. MOTION PASSED WITH COUNCILMAN ARENDS VOTING NAY.

The Planning and Zoning commission will remain the same according to Mayor Courts until he receives a ruling from the League of Minnesota Cities as to conflict of interest which he will receive before the January 16, 1987 meeting of the Planning and Zoning Commission indicating whether or not Lyle Arends has a conflict of interest. The Council will be notified in February. MOTION NO. 1S-12-87 WAS MADE BY COUNCILMAN GALLAWAY AND SECONDED BY COUNCILMAN YATES TO APPROVE PLANNING AND ZONING COMMISSION MEMBERS DON THOMAS, JAY ANDOLSHEK, ROY SCHAFER, GLENN BENNETT AND LYLE ARENDS WITH A POSSIBLE CHANGE AFTER A RULING ON CONFLICT OF INTEREST IS OBTAINED FROM THE LEAGUE OF MINNESOTA CITIES AROUND JANUARY 16, 1987 AND WITH LYLE ARENDS AS LIAISON. MOTION PASSED UNANIMOUSLY.

Mayor Courts said he is re-establishing Funding and Future Development Commission strictly as an advisory commission to bring recommendations to the Council for future development of Crosslake. MOTION NO. 1S-13-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN ANDOLSHEK TO APPROVE RE-ESTABLISHING THE FUNDING AND FUTURE DEVELOPMENT COMMISSION AND TO APPROVE MEMBERS GARY FABLE, HAROLD JOHNSON, LOE FRASER, RICHARD KOCH, AND DENE CARNEY WITH OLIVER COURTS AS LIAISON. MOTION PASSED UNANIMOUSLY. Mayor Courts said he hoped the commission could meet once a month and maybe at first, twice a month to study the City Hall building.

MOTION NO. 1S-14-87 WAS MADE BY COUNCILMAN ANDOLSHEK AND SECONDED BY COUNCILMAN ARENDS TO APPROVE RE-APPOINTMENTS OF PAT HOAG AS WEED INSPECTOR, ROBERT ALLEN AS ASSISTANT WEED INSPECTOR, BOB GARIN AS CIVIL DEFENSE DIRECTOR, JOHN BACKDAHL AND OLIVER COURTS AS ASSISTANT CIVIL DEFENSE DIRECTORS, DR. TERRY MAY AS HEALTH OFFICER, AND JOAN BAKER AS ASSISTANT HEALTH OFFICER. MOTION PASSED UNANIMOUSLY.

Mayor Courts advised the Council that he would like to change to format of the Agenda somewhat. MOTION NO. 1S-15-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN YATES TO APPROVE NEW ORDER OF BUSINESS FOR

COUNCIL MEETINGS AS: A. CALL TO ORDER; B. CONSENT CALENDAR; C. CLERK'S REPORT; D. COMMISSION REPORTS, 1. PARK AND RECREATION, 2. PLANNING AND ZONING, 3. CEMETERY, 4. PUBLIC SAFETY, 5. TELEPHONE, 6. ROADS, 7. FUNDING AND FUTURE DEVELOPMENT, AND 8. PERSONNEL; E. MAYOR'S REPORT; F. NEW BUSINESS; G. OLD BUSINESS; H. PUBLIC FORUM; AND I. ADJOURN. MOTION PASSED UNANIMOUSLY.

Councilman Arends asked if each councilmember could get a copy of the Code Book and a copy of the League of Minnesota Cities Handbook. Mayor Courts said he would like to have the books ordered but returned when a term is completed. MOTION NO. 1S-16-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN GALLAWAY TO PURCHASE LEAGUE OF MINNESOTA CITIES HANDBOOKS AND CITY CODE BOOKS FOR EVERY COUNCIL MEMBER WHICH ARE TO BE RETURNED TO THE CITY UPON COMPLETION OF TERM OF OFFICE, AND TO REPAY MAYOR COURTS FOR HIS OUT OF POCKET EXPENSE HE INCURRED WHEN HE PURCHASED HIS OWN LEAGUE OF MINNESOTA CITIES HANDBOOK. MOTION PASSED UNANIMOUSLY.

Mayor Courts spoke briefly about the conference for newly elected officials and said he would like to see all council members who could make it attend this conference. MOTION NO. 1S-17-87 WAS MADE BY COUNCILMAN GALLAWAY AND SECONDED BY COUNCILMAN ANDOLSHEK FOR THE CITY TO PAY EXPENSES FOR REGISTRATION FEES AND MILEAGE FOR THE CONFERENCE FOR COUNCILMEMBERS AND NEWLY ELECTED OFFICIALS ON JANUARY 30 AND 31, 1987. MOTION PASSED WITH COUNCILMAN ARENDS VOTING NAY. Councilman Arends said he believed you could get the same type of information from the Handbooks that you could at the conference.

Councilman Andolshek said the last Council said no one other than the City Clerk should call the League of Minnesota Cities and she felt that any Councilmember should be able to call if they felt they needed to. Mayor Courts affirmed that he had called the League but always shared the information with other Councilmembers. Councilman Gallaway declared that the League was not just for council members but for citizens to utilize as well.

Mayor Courts stated that he would be liaison to personnel. He explained that he had made a promise to be available to the people of Crosslake and would have an office open in City Hall from 9:00 a.m. to 11:30 a.m. every Friday for all citizens and employees. Mayor Courts read pages 13 and 14 from the City Code Book pertaining to commissions (these pages are attached to and a part of these minutes).

Mayor Courts then read a part of an article on legislative immunity from slander suits which stated that council members in Minnesota do not have absolute privilege to make derogatory statements at Council meetings under the protection of legislative immunity.

Don Engen, CPA, was appointed by Mayor Courts as the auditor and financial advisor for the City. MOTION NO. 1S-18-87 WAS MADE BY COUNCILMAN GALLAWAY AND SECONDED BY COUNCILMAN ARENDS TO RETAIN DON ENGEN'S OFFICE AS AUDITOR AND FINANCIAL ADVISOR FOR THE CITY OF CROSSLAKE. MOTION PASSED UNANIMOUSLY.

Mayor Courts then appointed Arlene Buchite as City Clerk/Treasurer and

John Backdahl as police chief. MOTION NO. 1S-19-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN YATES TO APPROVE ARLENE BUCHITE AS CITY CLERK/TREASURER AND JOHN BACKDAHL AS POLICE CHIEF. MOTION PASSED UNANIMOUSLY.

Mayor Courts designated The County Echo as the official newspaper for the City. MOTION NO. 1S-20-87 WAS MADE BY COUNCILMAN ANDOLSHEK AND SECONDED BY COUNCILMAN ARENDS TO APPROVE THE COUNTRY ECHO AS THE OFFICIAL NEWSPAPER FOR THE CITY OF CROSSLAKE. MOTION PASSED UNANIMOUSLY.

Ms. Doris Fraser then introduced Mary Jo Neumann who will be the new reporter for the City. The council gave Ms. Fraser a round of applause for the good job she has done as reporter for many years.

With no further business, MOTION NO. 1S-21-87 WAS MADE BY COUNCILMAN ARENDS AND SECONDED BY COUNCILMAN YATES TO ADJOURN THIS SPECIAL COUNCIL SESSION AT 7:10 P.M. MOTION PASSED UNANIMOUSLY.

Recorded and transcribed by:



Arlene A. Buchite
City Clerk/Treasurer

§ 2.30

SEC. 2.30. BOARDS AND COMMISSIONS GENERALLY. All Board and Commission appointments authorized by ordinance or resolution shall be made by the Mayor, and such appointment confirmed by the Council at the first regular meeting in January of each year. The term of each appointee shall be established and stated at the time of his appointment, and terms of present Board and Commission members may be re-established and changed so as to give effect to this Section. No Board or Commission member shall be appointed to more than two consecutive three-year terms. New appointees shall assume office on February 1, January 31 being the date of expiration of terms. Provided, however, that all appointees to Boards and Commissions shall hold office until their successor is appointed and qualified. All vacancies shall be filled in the same manner as for an expired term, but the appointment shall be effective immediately when made and only for the unexpired term. All appointed Board and Commission members shall serve without remuneration, but may be reimbursed for out-of-pocket expenses incurred in the performance of their duties when such expenses have been authorized by the Council before they were incurred. The Chairman and Secretary shall be chosen from and by the Board or Commission membership annually to serve for one year. Provided, however, that no Chairman shall be elected who has not completed at least one year as a member of the Board or Commission. Any Board or Commission member may be removed by the Council for misfeasance, malfeasance or non-feasance in office and his position filled as any other vacancy. Each Board and Commission shall hold its regular meeting at a time established and approved by the Council. The City Clerk-Treasurer shall be an ex officio member of all Boards and Commissions; provided, that if he is unable to attend a meeting or act in the capacity of such membership, he may be represented by his assistant or some person duly authorized by him.

Source: City Code
Effective Date: 1-1-82

All meetings shall be recorded by a Secretary appointed by the Boards and Commissions of the City and minutes covering all meetings of the City will be on file at the City Clerk-Treasurer's office. Minutes as well as a tape recording will be only required of Council regular and special sessions.

Source: Ordinance No. 83-2
Effective Date: 8-19-83

SEC. 2.31. PLANNING AND ZONING COMMISSION. The Planning and Zoning Commission is established and its powers and duties are set forth in Chapter B of the City Code.

SEC. 2.32. TELEPHONE COMMISSION. A Telephone Commission is hereby established for the purpose of advising the Council in all matters relating to the operation and control of the Telephone Company.

§ 2.33

SEC. 2.33. CEMETERY COMMISSION. A Cemetery Commission is hereby established for the purpose of advising the Council in all matters relating to the operation and control of the Cemetery.

SEC. 2.34. PARK COMMISSION. A Park Commission is hereby established for the purpose of advising the Council in all matters relating to the operation and control of the Park and Recreation Department.

SEC. 2.35. FUNDING AND FUTURE DEVELOPMENT COMMISSION. A Funding and Future Development Commission is hereby established for the purpose of advising the Council in all matters relative to future growth and any funding projects.

Source: City Code
Effective Date: 1-1-82

SEC. 2.36. PUBLIC SAFETY COMMISSION. A Public Safety Commission is hereby established for the purpose of advising the Council in all matters relative to the public's safety through our Police Department, Ambulance, Fire Department and any other area requiring attention for the well-being and safety of the City.

SEC. 2.37. ROAD COMMISSION. A Road Commission is hereby established for the purpose of advising the Council in all matters related to the operations and control of the Street Department.

Source: Ordinance No. 83-7
Effective Date: 12-23-83

(Sections 2.38 and 2.39 reserved for future expansion.)

tracts, and is not a stockholder, the council may enter into a contract with the organization for which the officer works regardless of the amount of the contract.

Legislative immunity from slander suits

Council members in Minnesota do not have an absolute privilege to make derogatory statements during council meetings under the protection of legislative immunity. Legislative immunity protects council members from responsibility for words they use on a proper occasion and which are pertinent to any proper inquiry or investigation pending before the council. However, this immunity does not allow them to wander from the subject and make unnecessary statements that would hurt the reputation or good name of other people.

Generally, there are five elements that must all be present to provide immunity:

- 1) the officer must make the statements in good faith;
- 2) the speaker must have an interest to uphold or a duty to perform in making the statements;
- 3) the officer must limit the remarks to matters which are pertinent;
- 4) the speaker must make the statement only to the people who are participating in the inquiry; and
- 5) the officer must make remarks only on the right occasion or during actual proceedings of the inquiry.

If any of these conditions are lacking, mayors or council members may be subject to liability even though they are conducting city legislative business.

Defense and indemnification. If someone sues a mayor or council member for an action the official took in the course of official duty, the city must pay for the cost of defending the official in court, and for any judgements against the official. The only exceptions are for actions outside the scope of official duties, or cases of malfeasance or willful or wanton neglect of duty.²⁷

Summary

Council members and mayors frequently take actions on behalf of the city for which they must assume personal liability. Consequently, it is advisable that they make every attempt to become familiar with their statutory and charter authority and to adhere strictly to the limits of such authority. They should also base every action on a sincere desire to promote the public interest. If they have any doubt about the legality of a proposed action, or about the proper procedures to follow in executing a program, they should seek the advice of the city attorney.

CORPORATE AUTHORIZATION RESOLUTION

I, Arlene A. Buchite, do hereby certify that I am Secretary of

City of Crosslake

, Federal Employer I.D. Number 413-09-4003, a corporation organized under the

laws of the State of Minnesota, and that the following is a true, complete and correct copy of resolutions adopted at a meeting of the Board of Directors of said Corporation duly and properly called and held on the 5th day of January, 19 87; that a quorum was present at said meeting; that said resolutions are set forth in the minutes of said meeting and have not been rescinded or modified.

RESOLVED, that Northern National Bank Pequot Lakes Branch hereinafter sometimes called the Bank be and it hereby is designated as a depository for the funds of this corporation and any officer of this corporation is hereby authorized to open or cause to be opened an account or accounts with said Bank on such terms, conditions and agreements as shall be required by said Bank, to endorse or cause to be endorsed, in the name of this corporation and to cash, to negotiate or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto.

RESOLVED FURTHER, that checks, drafts or other withdrawal orders issued against the funds of this corporation on deposit with said Bank may be signed by any two of the following:
(Insert One or Two)

Oliver K. Courts

Arlene A. Buchite

Elizabeth Andolshek

and said Bank is hereby fully authorized to pay and charge to the account of this corporation any checks, drafts or other withdrawal orders, so signed, including those payable to the individual order of the person signing the same and including also checks or other withdrawal orders payable to the said Bank or to any other person or corporation, which are applied in payment of any indebtedness owing to said Bank from the person or persons who signed such checks or other withdrawal orders.

RESOLVED FURTHER, that any _____ of the following:
(Insert One or Two)

be and hereby are authorized to borrow money for and on behalf of and in the name of this corporation; to make any agreements in respect thereto; and to sign, execute and deliver promissory notes, acceptances or other evidences of indebtedness therefor, or in renewal thereof, in such amounts and for such time, at such rate of interest and upon such terms as they see fit; and are hereby authorized to endorse, assign, transfer, mortgage, or pledge to said Bank the bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now or hereafter owned by this corporation as security for the payment of any money so borrowed; to assign or negotiate to the Bank any bills receivable now or hereafter owned by this corporation, and to discount the same; to unconditionally guarantee payment of any or all bills receivable so negotiated or discounted, and to waive demand, protest and notice of non-payment.

RESOLVED FURTHER, that this resolution shall continue in force until express written notice of its rescission or modification has been furnished to and received by said Bank.

RESOLVED FURTHER, that all transactions, if any, in respect to any deposits, withdrawals, rediscounts and borrowings by or in behalf of this corporation with said Bank prior to the adoption of this resolution be and the same hereby are in all things ratified, approved and confirmed.

RESOLVED FURTHER, that any of the persons above-named be and they hereby are authorized and empowered to make any and all other contracts, agreements, stipulations and orders which they may deem advisable, from time to time, with said Bank in respect to transaction between this corporation and said Bank in regard to funds deposited in said Bank, moneys borrowed from said Bank or any other business transacted by and between this corporation and said Bank.

RESOLVED FURTHER, that any and all resolutions heretofore adopted by the Board of Directors of this corporation and certified to said Bank as governing the operation of this corporation's account(s) with it, be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.

* * * * *

I further certify that the Board of Directors of this corporation has, and at the time of adoption of said resolution had, full power and lawful authority to adopt the foregoing resolutions and to confer the powers therein granted to the persons named who have full power and lawful authority to exercise the same.

In Witness Whereof, I have hereunto subscribed my name and affixed the seal of this corporation this 3rd day of February, 19 87

IMPRINT
SEAL
HERE

Oliver K. Courts
Attest by One Other Officer - Mayor

Arlene A. Buchite
Secretary

NOTICE: Prepare this form in duplicate - Forward the original copy to the Bank and retain the duplicate copy for your files. Also, complete all other forms furnished by the Bank (such as signature card, lease forms, etc.) and forward them to the Bank immediately, as they are absolutely necessary to carry out the directives of this authorization.