

RESOLUTION 2024-1

CITY OF HAYWARD, FREEBORN COUNTY STATE OF MINNESOTA

2024 ORGANIZATIONAL RESOLUTION

WHEREAS; Minnesota Statute Chapters 412 and 427 require certain action by the City Council at the annual organizational council meeting in January;

SO THEREFORE, BE IT RESOLVED by the Hayward City Council, that it hereby approves the following designations for the year **2024:**

MEETINGS: Regular meeting of the Hayward City Council shall be held on the 2nd Monday of every month beginning at 7:00p.m. Any regular meeting that falls upon a City recognized holiday shall be held on the 3rd Monday at the same time and place or unless specified differently by City Council. Pre-Agenda and Special meetings and workshops will be scheduled as needed. All meetings including adjourned meetings shall be held at the Community Center unless otherwise specified.

RECOGNIZED HOLIDAYS: The city of Hayward recognized holidays shall include New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day.

ACTING MAYOR: In the absence of the Mayor, the Acting Mayor for the Hayward City Council shall be Eugene Flaskerud to preside at the meeting. Upon the Mayor and Acting Mayor being gone, the Clerk shall call the meeting to order and ask for a motion designating the Acting Mayor for that night's proceedings.

OFFICIAL NEWSPAPER: The official newspaper for the City of Hayward shall be the Albert Lea Tribune, whose main publication is located in Albert Lea, Minnesota.

OFFICIAL DEPOSITORY: The official depository for the City of Hayward shall be Produce State Bank, Hollandale or Albert Lea, Minnesota. The official signatures for checks shall be Kathryn Aase, Anthony Cox and Darwin Dolph, with all checks requiring two (2) signatures.

COUNCIL MEMBER LIAISONS: Council members shall serve as liaisons to these specific departments:

- Streets – Eugene Flaskerud
- Fire Department – Darwin Dolph and Derek Lerum
- Fire Relief Association Board of Trustees – Darwin Dolph; Derek Lerum; Anthony Cox
- Park and Recreation – Darwin Dolph
- Ordinance Enforcement unless otherwise specified – Eugene Flaskerud
- Water Department – Anthony Cox
- Sewer Departments – Anthony Cox

- Animal Control – Eugene Flaskerud
- Insurance – Derek Lerum
- Public Health and Safety – Derek Lerum

LEGAL ADVISOR: The City of Hayward is currently searching for a City Attorney.

AUDIT SERVICES: The Hayward City Council hereby retains Hill, Benda, Skov & Bernau PA, of Albert Lea, Minnesota with Lance Skov being the contact person, as the firm to audit the financial reports of the City of Hayward.

ENGINEERING SERVICES: The Hayward City Council hereby retains Jones, Haugh, & Smith, of Albert Lea, Minnesota, as the City engineering firm.

BUILDING INSPECTOR: The Hayward City Council hereby appoints the Freeborn County Inspector as the agent responsible for building inspections for the City of Hayward.

FIRE MARSHALL: The Hayward City Council hereby appoints Fire Chief Eric Knutson as the Fire Marshall of the City of Hayward.

CITY CLERK/TREASURER: The Hayward City Council hereby appoints Kathryn Aase as the City Clerk/Treasurer of the City of Hayward.

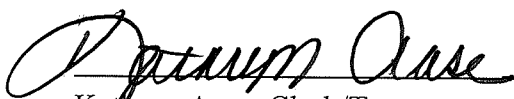
MINUTES FOR ALL MEETINGS: Clerk/Treasurer shall take notes of all meetings held by the City Council; upon the absence of the City Clerk the Mayor shall appoint a Council Member to take the official notes for that meeting.

APPROVED THIS 8TH DAY OF JANUARY, 2024.



Anthony Cox, Mayor

ATTEST:



Kathryn Aase, Clerk/Treasurer