

AN ORDINANCE CREATING A MEDICAL CLINIC BOARD
AND DEFINING ITS DUTIES AND POWERS

The Common Council of the City of Lamberton does ordain as follows:

Section 1. That there be and is hereby created and established in and for the City of Lamberton, Minnesota, a Board designated as the "AMBULATORY CARE CENTER BOARD OF LAMBERTON."

Section 2. Said Board shall consist of five members who shall serve without salaries, to be appointed by the Council. Each member appointed shall be a resident of the City of Lamberton and shall reside within the corporate limits of said City. The appointments shall be made at the regularly scheduled April meeting of the Lamberton City Council as the terms of the members expire.

The terms of office of said members shall be for a period of three years from and after the first day of July following their appointment, except that the first Board shall be appointed as follows: One member for the term of one year; two members for the term of two years; and two members for the term of three years. Said members will serve until their successors have been appointed, subject to removal by unanimous vote of the Council at any time during their term. Vacancies arising in the Board shall be filled for the unexpired term by appointment by the Board.

Section 3. The members of the Board shall elect a President, Vice President, and Secretary-Treasurer from the appointed members. The President shall preside at all meetings and, in his absence, the Vice President shall assume the duties of the President.

The Secretary-Treasurer shall keep the minutes of all meetings and shall keep the "Ambulatory Care Center Fund." The Secretary-Treasurer shall furnish a corporate surety bond conditioned for the faithful exercise of his duties and proper application of and

payment upon demand of all moneys by him officially received. Said amount of bond is to be prescribed by the City Council and all premiums for surety bonds are to be paid from the "Ambulatory Care Center Fund."

Section 4. A fund designated as the "AMBULATORY CARE CENTER FUND" shall be established in a depository to be designated by the Council. All receipts shall be deposited in this Fund and all expenditures shall be made from this Fund by check duly authorized by the Secretary-Treasurer of the Board and countersigned by the City Treasurer.

Section 5. Said Board shall have the full and exclusive control of management of the Ambulatory Care Center of Lambertton and all grounds and appurtenances thereto, and all apparatus, equipment and material of every nature used in the operation of said Ambulatory Care Center of Lambertton.

Section 6. Said Board shall adopt all necessary rules and regulations for their own guidance and for the proper management and operation of said Ambulatory Care Center of Lambertton, for the admission of patients thereto, and shall formulate a schedule of charges to be made for all medical services to be rendered by said Ambulatory Care Center of Lambertton, all of which shall be certified to the City Council as soon as adopted.

Section 7. Said Board shall have the exclusive control of said Ambulatory Care Center Fund and it shall be their duty to see that all fees and charges becoming due to said Ambulatory Care Center of Lambertton for its services are properly collected and credited to said Fund; and said moneys shall be paid out of said Fund only upon properly approved bills presented to said Board and duly audited and by a check signed by the Secretary-Treasurer of said Board and countersigned by the City Treasurer. Said Board shall purchase all necessary supplies and material and employ a suitable Superintendent and such nurses, help and assistants

as shall be necessary for the proper management, operation and conduct of said Ambulatory Care Center of Lambertton, including all improvements and additions; provided, that said Board shall not make any contracts involving any expenditure of more than One Thousand Dollars (\$1,000.00) for any single item of purchase, addition or improvement without first obtaining the consent of the City Council thereto. All statutory requirements for competitive bidding shall be followed.

Section 3. Said Board shall make quarterly reports to the City Council regarding the condition of their trust, and shall submit other reports to the City Council from time to time as the Council may request.

This Ordinance shall take effect from and after its adoption and publication.

Passed and adopted this ninth day of July, 1975.

APPROVED:

Anton Strasser
Mayor

ATTEST:

Henry Lindholm
City Clerk

AN AMENDMENT TO ORDINANCE NUMBER 107 -
AN ORDINANCE CREATING A MEDICAL CLINIC BOARD
AND DEFINING ITS DUTIES AND POWERS

The City Council of the City of Lambertton does ordain:

1. That Section number 2 of the Ordinance Creating A Medical Clinic Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: Said Board shall consist of five members who shall be appointed by the City Council. The City Council may set such salary or remuneration as they deem advisable for said Board members. Each member appointed shall be a resident of the City of Lambertton and shall reside within the corporate limits of said City.

The appointments shall be made at the regularly scheduled June meeting of the Lambertton City Council as the terms of the members expire.

The terms of office of said members shall be for a period of three years from and after the first day of July following their appointment, except that the first Board shall be appointed as follows: One member for the term of one year; two members for the term of two years; and two members for the term of three years. Said members will serve until their successors have been appointed, subject to removal by unanimous vote of the City Council at any time during their term. Vacancies arising in the Board shall be filled for the unexpired term by appointment by the Council. No member shall serve for more than two consecutive, full terms; except that any member who has been appointed to a term for less than three years may serve two full three year terms in addition to the aforementioned term of less than three years duration. A former member of the Board shall become eligible for appointment to the Board and he shall be eligible to serve terms as aforementioned only after the expiration of at

least one year after his completion of his second, full term.

2. Section 3 of the Ordinance Creating a Medical Clinic Board and Defining Its Duties and Powers shall be amended as follows, to-wit: The members of the Board shall elect a President, Vice President, Secretary, and Treasurer from the appointed members. The President shall preside at all meetings and in his absence the Vice President shall assume the duties of the President.

The Secretary shall keep the minutes of all meetings and shall deliver a copy thereof to the City Council at such times as they may request the same.

Said minutes shall be made available for inspection by the citizens of Lambertton at their request at reasonable times and places.

3. Section 4 of the Ordinance Creating A Medical Clinic Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: A fund designated as the "AMBULATORY CARE CENTER FUND" shall be established in a depository to be designated by the City Council. All receipts shall be deposited in this Fund and all expenditures shall be made from this Fund by check duly authorized by the Mayor and countersigned by the City Clerk.
4. Section 5 of the Ordinance Creating a Medical Clinic Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: The City Council shall specify by appropriate rules, regulations, and guidelines the powers and duties to be delegated to the Medical Clinic Board. Such powers and duties shall not be in violation of the appropriate statutes of the State of Minnesota. Subject to the aforementioned restrictions the Medical Clinic Board shall have the full and exclusive control and management of the Ambulatory Care Center and all grounds and appurtenances thereto, and all apparatus,

equipment, and material of every nature used in the operation of said Ambulatory Care Center.

Said Board shall adopt all necessary rules and regulations for their own guidance and for the proper management and operation of said Ambulatory Care Center, for the admission of patients thereto, and shall formulate a schedule of charges to be made for all medical services to be rendered by said Ambulatory Care Center, all of which shall be certified to the City Council for its approval, if necessary, as soon as adopted.

5. Section 6 of the Ordinance Creating A Medical Clinic Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: The Board shall have the power to temporarily employ individuals for any position at the Ambulatory Care Center except that of Administrator until the next regularly scheduled meeting of the City Council after such employment. At said City Council meeting the employment of any individual shall be referred to the City Council for action.

Permanent employment of individuals can only be made by the City Council.

6. Section 7 of the Ordinance Creating A Medical Clinic Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: At its monthly meeting the Board shall review all claims and bills and make its recommendation thereto. Said recommendation shall be submitted to the City Council for action at its next regularly scheduled meeting. The Board shall also review all fees and charges due the Ambulatory Care Center and insure that said are properly collected and credited to the Ambulatory Care Center Fund. All bills and other charges shall be paid in the manner specified by statute for payment of the claims and obligations of the municipality.

The Board shall review the needs of the Ambulatory Care Center and shall make its recommendation to the City Council as to how such needs shall be met. Such recommendations may include but shall not be limited to recommendations as to the amount and type of each item to be purchased. In addition the Board may also recommend particular suppliers or approval of certain bids. The City Council however shall not be bound by such recommendations.

7. Section 8 of the Ordinance Creating A Medical Clinic Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: An Imprest fund shall be established pursuant to Minnesota Statute 412.271 or its successor for the payment of claims which it is impractical to handle in the usual manner.

The Treasurer of the Medical Clinic Board shall be the custodian of this Fund and shall be responsible for its use. The Treasurer shall furnish a corporate bond conditioned for the faithful exercises of his duties and proper application of in payment upon demand of all moneys by him officially received. Said amount of bond is to be prescribed by the City Council and all premiums for said security are to be paid by the City Council from the Ambulatory Care Center Fund. The City Council shall set such rules and regulations for the operation of the Fund as it deems necessary and desirable. The amount of the Fund shall also be set by the City Council.

8. Section 9 shall be added to the Ordinance Creating A Medical Clinic Board and Defining Its Duties and Powers and shall read as follows, to-wit: The Board shall make reports to the City Council on at least a quarterly basis regarding the condition of their trust, and shall submit such other reports to the City Council from time to time as the City Council may request.

This Amendment shall take effect from and after its adoption and publication.

Passed and adopted this 7th day of Nov. , 1977.

Attest:

City Clerk

APPROVED

Anton Stramer
Mayor

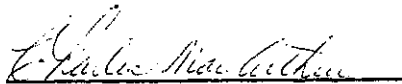
AN AMENDMENT TO ORDINANCE NUMBER 107

AN ORDINANCE CREATING A MEDICAL CLINIC BOARD AND DEFINING
ITS DUTIES AND POWERS

The City Council of the City of Lambertton does ordain:

1. That Section 8 of the Ordinance Creating a Medical Clinic Board and defining Its Duties and Powers shall be amended to read as follows, to wit: An Imprest Fund shall be established pursuant to Minnesota Statute 412.271 or its successor for the payment of claims which it is impractical to handle in the usual manner.
The Administrator (Manager) of the Medical Clinic shall be the custodian of this Fund and shall be responsible for its use. The Administrator shall furnish a corporate security bond conditioned for the faithful exercises of his duties and proper application of payment upon demand of all moneys by him officially received. Said amount of bond is to be prescribed by the City Council and all premiums for said security bond are to be paid by the City Council from the Ambulatory Care Center Fund. The City Council shall set such rules and regulations for the operation of the Fund as it deems necessary and desirable. The amount of the Fund shall also be set by the City Council.
2. This Amendment shall take effect from and after its adoption and publication.

Passed and adopted this 6th day of *April*, 1981.



Mayor

Attest:



City Clerk