

AN ORDINANCE CREATING A NURSING HOME BOARD
AND DEFINING ITS DUTIES AND POWERS

#94

The Common Council of the village of Lambertton do ordain as follows:

Section 1. That there be and is hereby created and established in and for the Village of Lambertton, Minnesota, a board designated as the "VALLEY VIEW MANOR NURSING HOME BOARD".

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 village of Lambertton and shall reside within the corporate limits of said Village. The appointments shall be made at the regularly scheduled February meeting of the Lambertton Village 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 March 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 meeting and shall keep the "Valley View Manor Nursing Home 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 Village Council and all premiums for surety bonds are to be paid from the Valley View Manor Nursing Home Fund".

Section 4. A fund designated as the "VALLEY VIEW MANOR NURSING HOME 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 Village Treasurer.

Section 5. Said Board shall have the full and exclusive control of management of the Valley View Manor Nursing Home and all grounds and appurtenances thereto, and all apparatus, equipment and material of every nature used in the operation of said Nursing Home.

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

Section 7. Said Board shall have the exclusive control of said "Valley View Manor Nursing Home Fund" and it shall be their duty to see that all fees and charges becoming due to said ~~Hospital~~^{Home} 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 Village 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 Nursing Home, including all improvements and additions; provided, that said Board shall not make any contracts involving any expenditure of more than One Thousand and 00/100 (\$1,000.00) Dollars, for any single item of purchase, addition or improvement without first obtaining the consent of the Council thereto. All statutory requirements for competitive bidding shall be followed.

Section 6. Said Board shall make quarterly reports to the Village Council regarding the condition of their trust, and shall submit other reports to the Village 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 1 day of *March*, 1972.

APPROVED:

Arthur Buntout
Mayor

Attest:

Edna Stein
Village Clerk

AN AMENDMENT TO ORDINANCE NUMBER 94 -

AN ORDINANCE CREATING A NURSING HOME 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 Nursing Home 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 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 Nursing Home Board and Defining Its Duties and Powers shall be amended to read 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 Lamberton at their request at reasonable times and places.

3. Section 4 of the Ordinance Creating a Nursing Home Board and Defining Its Duties and Powers shall be amended to read as follows, to-wit: A fund designated as the "Valley View Manor Nursing Home 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 Nursing Home 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 Nursing Home 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 Nursing Home Board shall have the full and exclusive control and management of the Valley View Manor Nursing Home and all grounds and appurtenances thereto, and all apparatus,

equipment, and material of every nature used in the operation of said Nursing Home.

Said Board shall adopt all necessary rules and regulations for their own guidance and for the proper management and operation of said Nursing Home, for the admission of patients thereto, and shall formulate a schedule of charges to be made for all Nursing Home services to be rendered by said Nursing Home, 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 Nursing Home 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 Valley View Manor Nursing Home 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 Nursing Home 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 Nursing Home and insure that said are properly collected and credited to the Valley View Manor Nursing Home Fund. All bills and 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 Nursing Home 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 Nursing Home 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 Nursing Home Board shall be the custodian of this Fund and shall be responsible for its use. The Treasurer shall furnish a corporate security 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 perscribed by the City Council and all premiums for said security bond are to be paid by the City Council from the Valley View Manor Nursing Home 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 Nursing Home 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.

APPROVED

Anton Stromer

Mayor

Attest:

Lois Hansen

City Clerk

AN AMENDMENT TO ORDINANCE NUMBER 94

AN ORDINANCE CREATING A NURSING HOME 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 Nursing Home 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 of the Nursing Home 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 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 bond are to be paid by the City Council from the Valley View Manor Nursing Home General 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 7th day of June, 1980.


Mayor, City of Lambertton

Attest:


City Clerk, City of Lambertton

AN AMENDMENT TO ORDINANCE NUMBER 94

AN ORDINANCE CREATING A NURSING HOME BOARD AND DEFINING
IT DUTIES AND POWERS

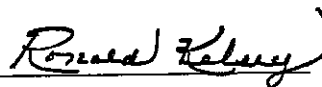
The City Council of the City of Lamberton does ordain:

1. That Section 2 of the Ordinance Creating a Nursing Home 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 Lamberton and reside within the corporate limits of said City. The appointments shall be made at the regularly scheduled June 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 member will serve until their successors have been appointed, subject to removal by a 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 four consecutive, full terms; except that any member who has been appointed to a term for less than three years may serve four full 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 shall be eligible to serve terms as aforementioned only after the expiration of at least one year after the completion of their fourth full term.

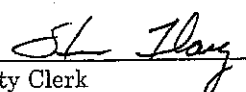
2. This amendment shall take effect from and after its adoption and publication.

Passed and adopted this 12th day of June, 2000.



Mayor

Attest:



City Clerk

AN AMENDMENT TO ORDINANCE NUMBER 94
AN ORDINANCE CREATING A NURSING HOME BOARD AND
DEFINING IT DUTIES AND POWERS

The City Council of the City of Lambertton does ordain:

1. That Section 2 of the Ordinance Creating a Nursing Home 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 have a Lambertton address and reside within the service area of said Nursing Home. 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 member will serve until their successors have been appointed, subject to removal by a 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 four consecutive, full terms; except that any member who has been appointed to a term for less than three years may serve four full 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 shall be eligible to serve terms as aforementioned only after the expiration of at least one year after the completion of their fourth full term.

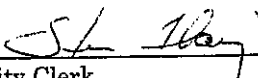
2. This amendment shall take effect from and after its adoption and publication.

Passed and adopted this 14th day of April, 2008.



Mayor

Attest:



City Clerk