

# WARREN CITY COUNCIL PROCEEDINGS

## MINUTES – Warren City Council Regular Meeting July 13, 2021 Call to Order

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Mara Hanel presiding. Council members present: David Weber, Danny Omdahl, John Golden, Mark Wimpfheimer, Jarod Peterson. Absent: Justin Buegler. Also present: Shannon Mortenson, Jeff Wohlers, Boone Maruska, Nancy Mattson. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. Approval of Agenda-Under New Business: e. Loan Resolution, f. Gambling Permit, g. Resolution 07132021-02 Sale of Property. Motion was made by Wimpfheimer, second by Peterson to accept the agenda as presented with additions. All in favor, Motion carried.

4. Approval of Minutes - Motion was made by Golden, second by Wimpfheimer to approve the minutes from the June 29 meeting. All in favor, Motion carried.

5. Engineer's Report- Boone Maruska was given the floor. The preliminary design of 4th Street drawing set is done. There is a call into MPCA to discuss the slope of the sewer line. Discussion occurred to decide if the city would like to extend the concrete culvert or install a bridge over the drainage ditch that runs under McKinley. The estimate on construction costs to extend the culvert is \$280,000; estimate to include a bridge is \$330,000. Is the bridge worth an extra \$50,000 to be esthetically pleasing? If you extend the culvert, it will clean up that area by the drainage ditch. Motion was made by Golden, second by Omdahl to extend the culvert for the path. All in favor, Motion carried. The question was posed as to how did this path come about and can we perform snow removal on the path. The path is part of the overall Master Pedestrian Path Plan and funds were applied for from MnDOT to complete this length of the path from Good Sam Drive to Hwy. 1 which connects to an existing path. This will allow people to safely get to the assisted living, nursing home and hospital; it will also allow children to get to school safely. Wohlers said snow removal will not be an issue as the city has the proper equipment.

6. Operations Manager Report-Jeff Wohlers was given the floor. A water break occurred today on N. Montana. The bracket that holds the service connection to the main rusted off. This is the second break in that area with the same cause. It is safe to say we could expect more breaks due to rusting connectors. Staff are working to get the Walk Warren signs up. These will designate colored routes in the city and tell the time to get to an attraction (ex. Library, pool, rec center). The storm drain by Hamm's is being repaired by the city crew. This is county road but the agreement is the city maintains utilities and storm sewer is considered a utility.

7. Clerk's Report- Reviewed. Mortenson will be gone the rest of the week to St. Paul. She is the President of the Minnesota Association of Small Cities and that position is given a seat on the League of MN Cities Board. Orientation and a Board meeting are this week. The meetings are monthly in St. Paul and Zoom is an option.

8. Treasurer's Report

a. June General Ledger-reviewed.

b. Checks Issued in June-reviewed.

c. Mosquito Fund Forecasting-a spreadsheet was reviewed that provided forecasting for \$3/month for mosquito spraying per account. There were capital purchases including in the model. The spreadsheet showed the fund not breaking even with a rate at \$3.00. Motion was made by Weber to reduce the Mosquito monthly fee to \$4.00. Motion died for lack of a second. Mayor asked if this should go to committee for further review. Lack of response was an indicator that the fee will remain at \$4.50. The city crew does a good job spraying to keep mosquitos at a minimum in the city and that will continue.

d. Pay Bills – Additional bills were highlighted. Motion was made by Peterson, second by Golden to pay the bills as presented with checks #45116-45164. All in favor, Motion carried.

9. Unfinished Business

a. ....

10. New Business

a. Resolution 07132021-01 Ending Emergency Declaration- Motion was made by Peterson, second by Weber to approve the resolution as presented. All in favor, Motion carried.

ried.

b. New Water Pump for System-the city is experiencing issues at the well and it appears the pump needs to be lowered. The screen is going to be cleaned next week to see if that helps. The well levels are not rebounding when all pumping is stopped. Motion was made by Weber, second by Omdahl to approve the purchase of a new pump and lower the unit. All in favor, Motion carried.

c. Overtime Report- Motion was made by Weber, second by Peterson to approve the report as presented. All in favor, Motion carried.

d. Ageing Report-reviewed. Looking better than last year at this time.

e. Loan Resolution-this document finalizes the funding with USDA. Motion was made by Golden, second by Weber to approve the resolution as presented. All in favor, Motion carried.

f. Gambling Permit-Motion was made by Peterson, second by Wimpfheimer to approve the permit as presented. All in favor, Motion carried.

g. Resolution 0713201-02 Sale of Property-a formal request was submitted to purchase some property on N. Montana to foster housing development. Golden abstained from all discussion due to a conflict of interest. Northern Plains Property has acquired land to the north of the city parcel and plan to develop twin homes to market to new homeowners or people wishing to downsize. Since there was not a full council in attendance, this resolution is tabled until all members are present. Mayor asked if this should go to committee for further review; council was comfortable with the information provided.

11. Committee Meeting- the Public Works Committee met to discuss the Nordic Lot and a potential sale. No recommendations for council at this time.

12. Future Agenda Item(s) – A committee should review the price the city charges for lots per front footage with property values continuing to increase in the city.

13. Adjournment –Motion was made by Golden, second by Weber to adjourn at 8:03 p.m. All in favor, Motion carried.

Shannon Mortenson  
City Administrator/Clerk-Treasurer  
Mara Hanel  
Mayor

# WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

## REGULAR BOARD MEETING MONDAY, JUNE 14, 2021

In Attendance:  
Nikki Peterson, Chair; Sally Roller; Jeff Steer, Treasurer; Mark Jones, Clerk; Marshall Westberg; Jordan Johnson; Darby Boe.

Opening Call to Order  
Pledge of Allegiance  
Open Forum- no one spoke.

Approval of Minutes May 10, 2021, and minutes from April 20, 2021, Special Meeting Motion by : Jones  
Second by : Roller Approved  
Approval of Agenda Motion by : Steer  
Second by : Boe Approved  
Approval of Finances Motion by :Johnson  
Second by:Jones

To approve payment of the Bremer Credit Card \$2,805.63;bills in the amount of \$120,445.21, checks #72745-72864, wires in the amount of \$494,466.77, and May payroll in the amount of \$683,435.84; and Student activity account transactions as presented. Approved  
Enrollment Numbers- K-6 268; 7-12 219 Total 487

Reports  
High School Principal Report presented by Ben Miska with handout.  
Staffing open positions

1. High School Teachers for the 21/22 school year.

a. Art Teacher  
b. Science Teacher  
c. School Counselor Teacher  
d. 2 HS SPED Teachers  
e. English Teacher

2. Coaching/Advisor Positions open for the 21/22 school year.

a. Student Council Advisor  
b. Head Softball Coach  
c. JH & C Squad Volleyball Coach  
d. Assistant Cross Country Coach  
e. Assistant Track Coach  
f. Head Knowledge Bowl Coach  
g. Musical Set Design.

3. Paraprofessionals are needed for the 21/22 school year.

4. Need Teacher substitutes.

Events/Meetings.

1. Weight room, Gyms, Summer Sports programs are running.

2. Drivers Ed started on June 7

3. Summer School began today at 8 AM Great Things at WAO High School the past month

1. Graduated another great class at WAO

2. Thank you to Ed Foundation & donors for all the scholarships given to class of 2021

3. Congrats to Elise Oberg for qualifying for the state golf meet

4. Congrats to Emily Pederson, Gavin Gullikson and Zach McGlynn for qualifying for the state track & field meet 2

Upcoming

1. HS QET planning meetings in July & August

2. HS Handbook committee meetings in July & August

3.6th/7th Grade trip

a. Postponed to August 31

b. Minnesota Zoo in Apple Valley

c. Valley Fair in Shakopee

d. Twins Game in Minneapolis.

Hights School looking at going to a block system for class hours.

Elementary Principal Report presented by Kelsey Johnson with handout.

What's Happening at WAO Elementary

- Responsive Classroom (see brochure for more details) training for staff
- WAO Elementary will begin the implementation process of Responsive Classroom.
- Responsive Classroom is an evidence-based approach to teaching that is deeply rooted in social-emotional learning and focused on engaging academics, positive community, effective management, and developmental awareness.
- Implementation will allow our staff and students to use common language, strategies, and approaches to establish a positive learning community in every area of our school. It will also give us common practices in student discipline, social-emotional learning/teaching, and building-wide expectations for all.
- The WAO Elementary CARE Team members will be taking initial Core Elementary Responsive Classroom training on June 22nd- 25th.
- CARE Team members will use their new knowledge to in-house train staff on Responsive Classroom framework and techniques during staff in-service 21/22.
- Complete Curriculum Implementation Plan 21/22
- WAO Elementary will be implementing Zaner-Bloser Handwriting curriculum PreK-5 for the 21/22 School Year.
- PreK teachers will implement Bridges Math curriculum (already being taught K-5) for the 21/22 school year.
- Responsive Classroom PreK-5 initial implementation for the 21/22 school year.
- Welcome New Team Members to WAO Elementary
- Sadie Gornowicz - Kindergarten
- Jessica Withrow - 2nd Grade
- Sara Larson - 5th Grade
- MiChelle Nybo - Elementary Music

Open Positions for 21/22 School Year

Open positions-

- Elementary School Counselor
- Elementary PhyEd
- Paraprofessionals (3-4 dependent on completion of student IEP evaluations and needs assessments)
- Maintenance Professional

- Substitute Teachers & Paraprofessionals Upcoming Dates of Importance
- June 14th - July 1st - Summer School Session #1
- June 22nd - 25th - WAO Elementary Responsive Classroom CARE Team Training
- August 2nd - 19th - Summer School Session #2
- August 4th - Registration Day (info about this will be mailed out later this summer)

Superintendent Report

1. All Staff THANK YOU for your HARD work this year!

2. Asphalt / blacktop cracks & fill waiting on re-bid from 2 companies.

3. Evaluations

a. Inprocess of food service & custodial - almost done

b. Inprocess of principal, AD, technology, nurse

c. Evaluations will be brought for 1st reading in July principals - Ben & Kelsey food service director - Missy head custodian/transportation director - Freddie athletic director - Todd nurse - Jane technology director - Heidi

4. Bus at Ziegler Cat - sold to service technician for \$300

5. Dates & info. for Strategic Planning

6. North Risk Partners - waiver language, checklist for camps

7. Negotiations -

a. Support staff - almost done

b. Certified staff - in middle of process

8. Facilities Committee - meeting tomorrow @ 7:00 am to review bids with Todd from ICON

Board Committees

Jordan Johnson reported on the Safety meeting fire suppressions system and cameras.

Jordan Johnson for ED Foundation scholarship night 14 grads @98,000, newsletter went out, golf scramble July 23, and cash raffle coming up. Next meeting July 14.

Jeff Steer for Negations they are in process.

Policy Reading & Adoption  
Second Reading of WAO District Policies

514.21.01 BULLYING PROHIBITION POLICY

Adoption of WAO District Policies  
Motion to adopt FAMILY AND MEDICAL LEAVE POLICY  
Motion by:Jones  
Second by:Boe  
Roll Call Vote

Nikki Peterson- yes  
Sally Roller- yes  
Jeff Steer- yes.  
Mark Jones- yes.  
Marshall Westberg-yes  
Jordan Johnson-yes  
Darby Boe-yes  
Approved  
Motion to adopt HARASSMENT AND VIOLENCE

Motion by:Jones  
Second by:Roller  
Roll Call Vote

Nikki Peterson- yes  
Sally Roller- yes  
Jeff Steer- yes.  
Mark Jones- yes.  
Marshall Westberg-yes  
Jordan Johnson-yes  
Darby Boe-yes  
Approved

Personnel  
Resignation - Tara Klein  
Motion by: Steer  
Second by:Jones

To accept the resignation of Tara Klein, HS Counselor, effective June 25, 2021. Approved

Resignation - Neil Nagle  
Motion by:Roller  
Second by:Steer

To accept the resignation of Neil Nagle, Elementary Phy. Ed Teacher, effective June 2, 2021. Approved

Resignation - Julie Crummy  
Motion by: Jones  
Second by:Westberg

To accept the resignation of Julie Crummy, Elementary Kindergarten teacher, effective June 2, 2021. Approved

Hiring - Annie Olson, Social Worker  
Motion to hire Annie Olson, Social Worker at the Elementary & High School for the 2021-22 school year, 4 days per week. (MA Step 10)  
Motion by : Steer  
Second by : Westberg  
Approved

2021 Summer Help Approval-strike died lack of motion. Move to July meeting.

Budget  
Motion by: Boe  
Second by: Johnson

To approve the preliminary 2021-2022 budget as presented. Approved

2021-2022 Fiscal Year Preliminary Budget

REVENUE EXPENSE

FUND 01 (\$7,542,308.00) \$7,648,173.00

FUND 02 (\$471,137.00) \$452,018.00

FUND 04 (\$132,807.00) \$51,678.00

FUND 07 (\$371,768.00) \$0.00

FUND 08 (\$2,000.00) \$2,000.00

FUND 21 (\$139,483.00) \$101,458.00

(\$8,659,503.00) \$8,255,327.00

District Business  
Recommendation to accept Electro Watchman Inc. bid to upgrade the Fire Suppression System at the High School in the amount of \$92,150.  
Motion by : Steer  
Second by :Boe  
Approved

Fire Suppression System quotes:  
a. Electro Watchman = \$92,150 (EVERY classroom in HS with voice notification). \*\*\*\*\*approved

b. Johnson Controls = quote w/electrical installation (NOT classroom voice notification) = \$78,900 difference: \$13,250

The MN Fire Marshall was contacted, and learned that if we do any future construction in the High School building, all classrooms must be brought up to code with voice notification.

Recommendation to accept Wikel bid to upgrade the camera systems at both the Elementary and High

School buildings in the amount of \$37,507. Motion by : Johnson  
Second by :Westberg  
Approved

Camera Systems at the Elementary & High School buildings quotes received:  
a. Wikel = \$37,507  
b. Garden Valley = \$60,609.50 difference: \$23,102.50

Appoint Special Board Election Judges  
Motion to appoint Allie Carl & Natasha Kotowicz as Election Judges for the August 10, 2021, Special School Board Election, to be held in the WAO High School multi-purpose room.  
Motion by : Jones  
Second by : Steer  
Approved

Strategic Planning Dates  
RESPONSIBILITIES:  
Superintendent:  
a. suggest 6 to 8 licensed & non-licensed staff to be part of the Strategic Planning Committee.  
\*The commitment includes attending a one-hour Listening Session for their representative stakeholder group and three (two hours) Strategic Planning Committee meetings.

b. create newspaper & social media release about the process.

c. create website notice for external stakeholder survey.

d. email staff inviting them to participate in listening session and/or internal stakeholder survey.

e. inform Strategic Planning Committee members encouraging each committee member to attend one of the designated Listening Sessions on Wednesday, June 23.

f. develop & deliver State of School presentation at 1st Strategic Planning Committee meeting on Wednesday, June 30 @ 6:00 pm

g. create Posting Notice for all meetings (Board Listening Session, Community Listening Session, 3 Strategic Planning Committee meetings, and Board Meeting with final adoption of the Strategic Plan. High School Principal:  
a. suggest 4 to 8 Middle & High School Students to be part of the Strategic Planning Committee.  
\*The commitment includes attending a one hour Listening Session for their representative stakeholder group and three (two hour) Strategic Planning Committee meetings.

School Board:  
a. suggest 4 to 8 Community Members to be part of the Strategic Planning Committee.  
\*The commitment includes attending a one hour Listening Session for their representative stakeholder group and three (two hour) Strategic Planning Committee meetings.

DATES:  
a. Listening Session Day: Wednesday, June 23  
(The invitees for each of these groups should be very inclusive and can be open to a larger number.)  
Noon = students  
1:30 pm = Admin. Team (Ben, Kelsey, Todd, Missy, Freddie, Heidi, Jane, Kirk)  
3:30 pm = Staff (licensed & non-licensed on committee & others who wish to come)  
4:30 pm = Board of Education  
6:00 pm = Community members on committee & others who wish to come

b. Strategic Planning Committee #1  
Wednesday, June 30 @ 6:00 pm

c. Strategic Planning Committee #2  
Thursday, July 8 @ 6:00 pm

d. Strategic Planning Committee #3  
Tuesday, July 27 @ 6:00 pm

e. School Board Self-Evaluation review / Board accountability  
Wednesday, Aug. 11 @ 6:00 pm

Information  
Declare Bus at Ziegler Cat Public Surplus  
Motion by : Steer  
Second by :Boe

To declare the school bus at Ziegler Caterpillar in Crookston, Public Surplus.  
Approved

Communication & Events

1. Strategic Planning dates & times

2. July Board Meeting  
Set milk prices, meal prices, activity prices and admission prices for the 2021-22 school year. Secure fuel price contracts for 2021-22.  
Adjourn at 8:31pm  
Adjourn. Next Meeting will be July 12, 2021 at 7pm in the H.S. Multipurpose room.



# WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

## REGULAR MEETING MAY 10TH, 2021

### OPENING

In Attendance: Nikki Peterson, Sally Roller, Jordan Johnson, Jeff Steer, Mark Jones, Marshall Westberg. Absent: Darby Boe  
Call to Order by Board Chair Peterson Open Forum; no one spoke  
Approval of Minutes  
Approval of Minutes

Recommended Action: Motion to approve the April 12th Regular Meeting & April 20th Special Meeting to include the following: pg 9 2 items correction. Strike April 20th include in June meeting. Motion by Jones Second by Steer Approved.

### Approval of Agenda

Recommended Action: Motion to approve agenda as presented or amended to include the following: 9.9 remove, add on June agenda 9.15 remove, add to June agenda Motion by Johnson Second by Roller Approved.

### Approval of Finances

Recommended Action: Motion to approve the financial report: Bremer Credit Card statement and activity report. The payment of the bills in the amount of \$141,290.29 check numbers #72528-72644, wires in the amount of \$496,019.66, March payroll in the amount of \$246,812.00 and the financial report as presented. Motion by Jones Second by Johnson Approved.

### Enrollment

Enrollment: K-6 #268; 7-12 #219; TOTAL 487

### Reports

Elementary Principal Report- Kelsey Johnson  
What's happening at WOA Elementary- All teacher Evaluations complete 20/21 School Year. All but one paraprofessional evaluation complete for 20/21 school year. MNDoT/City of Warren/WAO School District Safe Routes to School project. New cross-walk extensions with reflective poles, non-permanent trial installation, school patrol started support for students/staff who are walking or biking. Looking for feedback from community.

Summer School Program. 20/21 offering summer school for Prek-5thGrade. June & August Sessions M-TH 8am- 11:30 am. 40 students in each session; 78 total students. Breakfast/lunch for all students and transportation offered. Currently, looking for a 4th/5th grade teacher to teach the august session.

Open Positions- Elementary Education Teacher, interviews to be held May 18th. Special Education Teacher. Maintenance professional. Substitute Teachers and paraprofessionals.

High School Principal Report- Ben Miska  
Staffing needs- Science teacher, High School Counselor, 2 HS SPED teachers, English teacher, Student Council Advisor, Head Softball Coach, JH Volleyball Coach all for the 21/22 school year.

Events/Meetings- MCA's finished. Continue to meet weekly with regional principals. Governor's May 6 announcement about capacity updates and MSHSL updates. Great Things at WAO- We got have a Musical & Prom. Teacher appreciation week. Superintendent Report

Budget comparison from 2019/20 revenue and expense compared to 2020/21. Gave a verbal report. Proposed calendar days-gave an overview of days used and not used for the year.

Upcoming expenditures to look at- HS convection oven- \$7,606; Elem handwriting \$4,288.44; Elem reading \$4,720.  
Nurse Jane mini grant- Quin county Community Health Services award waO \$1,625 to support the purchase of items to create a quit room.

### Board Committees Reports

Sally Roller and Jordan Johnson gave updates on Education Foundation. Mark Jones on Policy Committee- reviewing and updating.

Mark Jones on Facility Committee- update on conversion on space for auditorium. Jordan Johnson update on conversion of camera's Jeff Steer Negotiations- meeting with staff.

### Personnel

Resignation- Motion by Jones second by Westberg to accept the resignation of Autumn Schindele, HS SPED teacher, effective at the end of the 2020-21 school year. Approved.

Resignation-Motion by Steer second by Roller to accept the resignation of Richard Looker, HS SPED teacher, effective at the end of the 2020-21 school year. Approved.

Resignation-Motion by Johnson second by Steer to accept the resignation of Jackie Peterson, HS English teacher, effective at the end of the 2020-21 school year. Approved.

Resignation-Motion by Johnson second by Steer to accept the resignation of Jolie Villanueva, elementary paraprofessional, effective June 1, 2021 Approved.

Contract Renewal- Motion by Westberg second by Johnson to renew Ally Linder's contract as Preschool teacher at MA Step 8, (2nd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Jones second by Roller to renew Donilyn Bergman's contract as Preschool teacher at BA Step 6, (2nd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Roller second by Jones to renew Emily Stoffel's contract as 2nd grade teacher as BA Step 2, (2nd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Westberg second by Steer to renew Tom Crummy's contract as DAPE & Phy. ED. teacher at MA Step 6, (3rd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Steer second by Johnson to renew Zachary Relling's contract as Spanish teacher at BA Step 2, (2nd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Jones second by Westberg to renew Jerrica Pribula's contract as FACS teacher at BA Step 6, (3rd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Johnson second by Jones to renew Jaycie Honeyman's contract as English teacher at BA Step 3, (3rd year) for the 2021-22 school year. Approved.

Contract Renewal- Motion by Westberg second by Roller to renew Houston Wallace's contract as Social Studies teacher at BA Step 6, (3rd year) for the 2021-22 school year. Approved.

### Community Education

Summer Community Education update presented by Ashley Anderson

Recommended Action: Motion to approve the Community Ed. workers & rates for summer 2021. Director: Ashley Stroble @ \$3,500; helper Riley Mortimer @ 17.50/hr; helper Jackson Woinarowicz @ \$10.86/hr; helper Tyson Mortimer @ \$10.86. Motion by Roller Second by Steer Approved.

### Policy Reading

First Reading of WAO District Policies:

a.) 514.21.01 BULLING PROHIBITION POLICY

Second Reading of WAO District Policies: a.) 410.21.1 FAMILY AND MEDICAL LEAVE POLICY b.) 413.21.1 HARASSMENT AND VIOLENCE

### Budget

Presentation of updated budget

Recommended Action: Motion to approve the updated 2020-2021 revenue and expense budget. Motion by Jones Second by Roller Approved.

### School Calendar

Presentation of proposed School Calendar

Recommended Action: Motion to amend the school calendar due to 2 unused snow days during the 2020-21 school year. Last Day fo School for Students- Friday, May 28; Teacher Inservice- Tuesday, June 1 and Wednesday June 2. Motion by Westberg Second by Johnson Approved.

### Technology

Technology proposed budget by Heidi Thorstenson

Recommended Action: Motion to approve the technology purchases as presented for the 2021-22 school year. Motion by Steer Second by Johnson Approved.

### Health Insurance

Health Insurance Proposal

Recommended Action: Motion to award the health insurance bid to BCBS Northwest Service Co-op for the 2021-22 school year. (5% rate reduction compared to current) Motion by Johnson Second by Jones Approved.

### Graduation

Motion to approve WAO Graduation Class  
Recommended Action: Motion to approve the WAO Graduation Class of 2020-21, with the restriction that each student completes the necessary course requirements. Motion by Jones Second by Westberg Approved.

### Fall Activities

Fall Activities Coaches & Advisors list presented by Todd Mortimer

Recommended Action: Motion to approve the fall coaches and advisors for the 2021-22 school year Motion by Steer Second by Roller Approved.

### MSHSL

Renew membership in the MSHSL  
Recommended Action: Motion to renew membership in the Minnesota State High School League for the 2021-2022 school year Motion by Roller Second by Steer Approved.

### Bids

Request for Milk and Fuel

Recommended Action: Motion to request bids for Milk and Fuel for the 2021-2022 school Motion by Westberg Second by Jones Approved.

### Transportation

Transportation Update- Freddie Martinez gave a presentation with hand outs of maintenance and upkeep of vehicles.

### MDE

Authority to Authorize User Access to MDE  
Recommended Action: Motion to approve Kirk Thorstenson (Superintendent as the Identified Official with Authority to Authorize User Access to MDE secure websites for local education agency # 2176 Warren-Alvarado-Oslo Motion by Steer Second by Jones Approved.

### Communications

Superintendent Evaluation Discussion-school board met on 4/12/21 in closed session to review. Board Docs update- we will be moving forward with using Board Docs in next meeting.

Special School Board election update (non-action item/discussion)- NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of ISD 2176 shall begin on Monday, May 17, 2021, and shall close at 5:00 on Tuesday, June 1, 2021.

Dates and Events Important Dates  
Recommended Action: May 13- 5th Grade Science Fair @ 2:00 p.m. May 13- Athletic Banquet @ 7:00 p.m.

May 18- Negotiations Committee mtg. @ 9:00 p.m. May 20- Grade 3-6 Track & Field day @ 11:00 a.m. May 21- Safety Committee mtg. @ 9:00 a.m.

May 25- Last Day for Seniors

May 26- Scholarship Night @ 6:00 p.m. May 27-5th Grade Graduation @ 1:45 p.m. May 28-Graduation @ 7:00 p.m.

May 28- Last Day for Students June 1 & 2- Staff In-service Days

22. Adjourn 9:08 pm. Next meeting will be June 14, 2021 at 7:00 pm in H.S. multipurpose room.

## BAORD OF DUCATION WARREN/ALVARADO/OSLO PUBLIC SCHOOL DISTRICT #2176 SPECIAL MEETING FRIDAY, SEPTEMBER 25, 2020 7:30 A.M. HIGH SCHOOL MULTIPURPOSE ROOM

In attendance: Board Members: Nikki Peterson, Eric Berglund, Jordan Johnson, Don Narlock, Sally Roller, Jeff Steer, Jeremy Woinarowicz. Administrators: Superintendent Kirk Thorstenson, Payroll Specialist Allie Carl, Elementary Principal Kelsey Johnson.

Pledge of Allegiance was spoken.

Open Forum was offered. No one spoke.  
Approval of the Agenda- Motion by Jeremy Woinarowicz, second by Don Narlock to approve the agenda as presented. CU  
Pre-Certify 2020 Pay 2021 Levy- Motion by Eric Berglund, second by Jeremy Woinarowicz to under levy \$393,621.31 in Operating Referendum for the 2021-22 school year. CU

Communication- Advertise and post for spring Head Trap Shooting coach. Tony

Resigned. He will finish the Fall Trap but will not be doing the Spring.

Adjourn at 8:26 AM- Next Meeting will be October 12, 2020 at 7:00pm in the High School Multipurpose Room.

## SPECIAL MEETING

### TUESDAY, APRIL 20, 2021

In attendance Nikki Peterson, Jeff Steer, Mark Jones, Jordan Johnson, Sally Roller, Darby Boe, and Marshall Westberg  
The meeting was Called to Order by Board Chair Nikki Peterson.

Open Forum was offered for 2 minutes. No one spoke.

### Approval of Agenda

Motion by Boe second by Steer to approve the agenda as presented or amended to include the following: move agenda item 5.0 ICON Architecture before agenda item 4.0 elementary School Construction. CU  
ICON Architecture AGREEMENT/ CONTRACT

Motion by Johnson second by Steer to approve the contract at a total cost of \$29,000 to complete all professional services set forth in the agreement. CU  
Elementary School Construction project BUDGET

Motion by Jones second Boe to approve the budget of \$137,000 for the Elementary School Construction project.

Adjourn at 7:35 pm. Next Regular School Board meeting will be May 10, 2021 at 7:00 pm in the High School Multipurpose room.

## BOARD OF EDUCATION WARREN/ALVARADO/OSLO PUBLIC SCHOOL DISTRICT #2176 REGULAR MEETING MONDAY, JULY 13, 2020 7:00 P.M. HIGH SCHOOL MULTIPURPOSE ROOM

In Attendance: Board Members Sally Roller, Jordan Johnson Jeff Steer, Nikki Peterson, Don Narlock Via phone: Eric Berglund. Not present: Jeremy Woinarowicz.

Administrators: Superintendent Kirk Thorstenson, HS Principal Ben Miska, Elementary Principal Kelsey Johnson, Payroll Specialist Allie Carl, Business Manager Natasha Kotowicz. W/A/O Staff Members: Freddie Martinez. Community Member/ Staff via zoom: Nancy @Sheaf, Lana Mariski, Karen Poverud, Kari Miska, Beth Murrary, Faith Swanson, Lindsey Johnson, Tim Desrosier, and Luke.

Pledge of Allegiance was spoken. Open Forum was offered. No one spoke.

Motion by Roller second by Narlock to approve the minutes of the May 13, 2020 regular board meeting. CU

Motion by Narlock second by Roller to approve the agenda as presented or amended to include the following: CU

1. 3.0 Correction of Meeting Minutes date s/b June 8th, 2020  
2. 13.0 Addition COVID discussion nonaction item

3. 1.40 Addition Resolution Relating to Conducting a General Election for School Board in 2020.

Motion by Steer, second by Narlock, to approve payment of bills in the amount of \$225,755.69, check #71609-71672, wires in the amount of \$165.60, and June payroll in the amount of \$ 104,027.89, the financial report and April - June Receipts as presented. CU

### Reports

• HS Principal- Miska reported on the following:

• Jowing:  
Staffing needs- 2 open positions Asst. Girls Basket Ball Coach, Track Coach

Events/Meetings- HS QET met week prior; Handbook met 7/13/20 goal of 7/27/20 to finish; Fall Planning.

Great Things at WAO- students in the building for football practice, volleyball practice and weight room use.

Upcoming- Master schedule in process for review, Summer School in place, 6th Grade Trip working on times/dates for 2020 class to have trip.

Superintendent Thorstenson reported on the following:

Welcome Elementary Principal. I  
WAO School Dist. 2176 2014-2021 Fee Schedule Trend, HS Summer School planning budget, Fuel Bids, Milk Bids  
Board Committees Jordan Johnson reported on the following:

Ed Foundation Selling raffle tickets for fund raiser Bob Mattson/ Dave Schroder Scholarship Fund.

Ed Foundation meeting Will be July 15th, 2020

2 new Scholarships in the works  
QET meeting working on survey

Milk Bid - Motion by Narlock second by Steer to accept the bid from Cass Clay for milk for the 2020-2021 school year. CU

Fuel Bid - Motion by Johnson second by Steer to accept the bid from 175 Corner Store for fuel for the 2020-2021 school year. CU

Fee Schedule—Motion by Steer second by Narlock to establish & approve the 2020-2021 Fee Schedule. CU

Event Worker Rates – Motion by NA second by NA

to establish & approve the 2020-2021 Event Worker Rates. table to next meeting. CU

Resignation - Motion by Narlock second by Roller to accept the resignation of Heidi Thorstenson as Prom Advisor. CU

Hire - Motion by Steer second by Roller to approve Casey Pierce as Girl's Varsity Basketball Coach. CU

COVID discussion - non action item Kirk Thorstenson- District QET a good place for discussion in a focus group.

School Board Election - Member Roller introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO CONDUCTING A GENERAL ELECTION FOR SCHOOL BOARD IN 2020.

BE IT RESOLVED BY THE SCHOOL BOARD of Independent School District #2176, State of Minnesota, County of Marshall/Polk as follows:

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD July 13, 2020

Please see below the Notice of Filing Dates for Election to the School Board ISD #2176 Warren/Alvarado/Oslo Public Schools. As a result of the pandemic and district employees working remotely, we are asking that

you contact Allie Carl, the district secretary at 218-745-5393 ext. 1203 or by email at acarl@wao.k12.mn.us Ms. Carl will set up an appointment to meet with you at the district office located at the high school to complete the affidavit for candidacy paperwork.

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2176 shall begin on Tuesday, July 28, 2020, and shall close at 5:00 o'clock p.m. on Tuesday, August 11, 2020.

The general election shall be held on Tuesday, November 3, 2020. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district secretary of Independent School District 2176, 224 East Bridge Avenue, Warren, MN, 56762. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any

Other office at the same primary or next ensuing general election. The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 11, 2020.

The Motion for the adoption of the foregoing resolution was seconded by Berglund and upon vote being taken thereon the following voted:

Aye: 6

No: 0

Whereupon said resolution was declared duly passed and adopted. Said resolution to be shared with Marshall and Polk County Auditors and the Minnesota Department of Education. CU

### Communication & Events

1. District QET committee meeting - Wednesday, July 22 @ 8AM multi purpose room.

2. District 2176 FY 20 Audit: August 24 & 25, 2020

3. Aug 12 - WAO ELEM and H.S.

Registration

August board items:

Set Truth In Taxation

World's Greatest Workforce

Special Education hearing date (December bd. mtg. date)

Other

16.1 16.3 16.2 16.4

Adjourn at 8:51pm—Next meeting will be August 10, 2020 at 7:00 P.M. in the H.S. Multipurpose Room.

## BOARD OF EDUCATION WARREN/ALVARADO/OSLO PUBLIC SCHOOL DISTRICT #2176 SPECIAL BOARD MEETING THURSDAY NOVEMBER 12, 2020 7:30 A.M. MULTIPURPOSE ROOM

In attendance- Board Members: Nikki Peterson, Sally roller, Eric Berglund, Jeff Steer, Jordan Johnson, Jeremy Woinarowicz, Don Narlock. Adminstrators: Superintendent Kirk Thorstenson, Business Manager Natasha Kotowicz. Staff: High School Principal Ben Miska, Elementary Principal Kelsey Johnson, Heidi Thorstenson, Brianna Becks, Missy Jones, Freddie Martinez, Todd Mortimer, Amanda Wimpfheimer, Jaycie Honeyman, Amber Schoepp.

Pledge of Allegiance was spoken.

Open Forum was offered no one spoke.

Distance Learning Model Shift:

Motion by Jeremy Woinarowicz second by Jeff Steer to approve the Distance Learning Model Shift to:

Elementary in person learning.

High School distance learning.

To start on Monday November 16th, 2020.

Roll Call Vote- AYE: 5 NAY: 2

Nikki Peterson: AYE

Sally Roller: NAY

Eric Berglund: NAY

Jeff Steer: AYE

Jordan Johnson: AYE

Jeremy Woinarowicz: AYE

Don Narlock: AYE

Adjourn 8:22 A.M.

# WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

## BOARD OF EDUCATION WARREN/ALVARADO/OSLO PUBLIC SCHOOL DISTRICT #2176 REGULAR MEETING MONDAY, November 9th, 2020 7:00 P.M. MULTI-PURPOSE ROOM

In Attendance: Board Members Sally Roller, Jordan Johnson, Jeff Steer, Nikki Peterson, Don Narlock, Eric Berglund, Jeremy Woinarowicz. Administrators: Superintendent Kirk Thorstenson, HS Principal Ben Miska, Elementary Principal Kelsey Johnson via Zoom, Business Manager Natasha Kotowicz Distr. Tech Director Heidi Thorstenson. W/A/O Staff Members/ Community Members at meeting: Brianna Kirchner, Jacie Honeyman, zoom see attached list.

Pledge of Allegiance was spoken. ...  
Open Form was offered. No one spoke.

Motion by Narlock second by Steer to approve the minutes of the October 12, 2020 regular board meeting; October 28, 2020 Emergency meeting; and September 25th, 2020 Special meeting, with corrections: CU

1. Strike out of Motion "the financial report and activity account report

2. Add Sally roller as in attendance via Zoom for board member

3. Add Sept 25th 2020 Minutes to the motions

4. Correction of Sept 25th spelling of 'Board'

Approval of Agenda - Motion by Roller second by Steer to approve the agenda as presented or amended to include the following: CU

Approval of Finances.

September 2020 & October 2020 Financial Reports. Motion by Jeff second by Berglund to approve the financial reports as presented.

Motion by Roller second by Woinarowicz, to approve the payments of bills in the amount of \$133,488.29; check numbers 71979-72087; wires in the amount of \$282,886.01; October payroll in the amount of \$265,561.68 and Financial reports as presented. CU

Enrollment: numbers are provided page 16 of agenda.

Reports

• Superintendent-Kirk Thortsenson

Governor's Executive Orders: verbal presentation on new orders

Order 20-94- Teachers provided asynchronous instruction to students whom are in-person and learning remotely; 30 minutes of additional prep for distance or hybrid students; 5 instructional days can be used for planning while switching between models.

Order 20-95- Upon approval by the Executive council, as soon as is practicable but no later than November 30th, a school district or charter school must count 30 minutes per day for teacher preparation to provide instruction to students in distance learning or a distance learning or hybrid learning model.

District QET meeting- Wednesday November 11th @ 3:20pm Learning Model decision & Executive Orders planning.

School Board Facilities meeting- Tuesday November 10th @9:00 am with Don, Eric, Jordan, Freddie, Dann, Denise & Kirk.

Special School Board meetings- Thursday November 12th @ 7:30 am learning model; Friday November 12th @ 7:30am election canvass.

Region 1 Board Election – contact Kirk if you are interested in filing.

• High School Principal- Ben Miska verbal presentation.

Staffing needs- Paraprofessional Krissy Potucek replaces Amy Hewitt. Coaching/Advisory Potions open JH Girls Basketball. Still in need of Subs.

Events/Meetings- HS QET Wednesday November 18th @3:20 in MPR; 6th Grade Pizza Sales tentative date to start Monday November 16th.

Great Things as WAO high School the past month- Ed Foundation funded \$17,325.50 of Fall Needs Grants; Emily Pederson & Spencer Wittman crowned Homecoming Queen & King; Staff of the Quarter- Todd Mortimer; Students of the Quarter- Emily Pederson, Jackson Woinarowicz, Brenna Benson.

Upcoming- American Education Week Monday, November 16-20; Thanksgiving Break November 26-27, No School; Football playoffs start Tuesday, November 17; Volleyball playoffs start Monday, November 30. Executive order 20-94-Teachers provided asynchronous instruction to students whom are in-person and learning remotely; 30 minutes of additional prep for distance or hybrid students; 5 instructional days can be used for planning while switching between models.

Executive Order 20-95-ASAP no later than November 30

Elementary Principal- Kelsey Johnson via zoom-

Distance Learning- Great attendance so far. We have

touched base with every family.

Zoom sessions have been successful. Good attendance & participation; continue to work with students and family on Zoom etiquette; teachers have been working hard to give

students quality lessons.

Mental Health Services- The stress of COVID and distance learning may cause a spike in mental health service needs.

Brianna Kirchner & Annie Olson continue to meet with students and are available to families. Contact the Elementary School Office.

Childcare- 17 students enrolled. Students are cared for along with distance learning being facilitated. Staffing

issues due to COVIC have delayed lightening the restrictions to student slots & family qualifications.

Staff Member of the Qrt- Quarter 1- JoAnne Ranstrom-

Reading Specialist; Delivers reading instruction to primary students; team player.

• Board Committees

Jordan Johnson for Ed Foundation-

17,000 for fall needs grants available to WAO staff needs.

Raffle Tickets are still available.

Jordan Johnson for Facilities meeting- Fire Alarm upgrades; roof repair 10 year on track; replace LED lighting continues; transpiration is still in need of bus drivers.

Jeff Steer-

QET- discussed distance learning and teacher hours- prep/teaching.

Personnel:

WAO 2020-21 Certified Staff Seniority List– Motion by

Woinarowicz, second by Berglund to approve the WAO 2020-21 Certified Staff Seniority List as presented.CU

Paraprofessional - Motion by Johnson, second by Roller to

hire Kayli Hoelt as One on One Paraprofessional Step 2 of the Support Personnel Handbook. CU

Resignation- Paraprofessional Lexi Jacobson – Motion by Steer, second by Narlock to accept the resignation of Lexi Jacobson. CU

Resignation- Paraprofessional Amy Hewitt-Motion by Roller second by Narlock to accept the resignation of Amy Hewitt. CU

Paraprofessional- Motion by Narlock, second by Berglund to

hire Krissy Potucek as One on One Paraprofessional Step 3 of the Support Personnel Handbook. CU

Resolution to appoint Kirk Thorstenson the official representative for Independent School District No. 2176 empowering him to spend the Federal Flow-Through IDEA Part B

Sec. 611; IDEA Part B Sec. 619 Preschool; IDEA Part B sec. 611 Low Incidence; IDEA Part C (Ages 0-2) Program

funds cooperatively with other schools through the Joint Powers Agency of the Area Special Education Cooperative.

Motion by Johnson second by Steer to approve as presented. (See Attachment) (roll call vote). YAY 7 NAY 0 CU

Yay- Jeremy Woinarowicz

Yay-Sally Roller

Yay- Nikki Peterson

Yay- Eric Berglund

Yay- Don Narlock

Yay- Jeff Steer

Yay- Jordan Johnson

Assistant Girls Basketball Coach - Motion by Woinarowicz

second by Berglund to approve Jeremy Tallum as Assistant Girls Basketball Coach. CU

Spring Coaches – Resolution to approve all 2020 Spring coaches as presented. Motion by Roller second by Narlock to approve as presented. (roll call vote)

YAY- 7 NAY 0 CU

Head Girls Track, Ben Miska

Assistant Girls Track, Tony Gullikson

Head Boys Track, Kevin Johnson

Asst Boys Track, Chris Kirchner

Jr. High Baseball, Neil Nagle

Head Softball, Rick Looker

Asst. Varsity Softball, Donnie Balmer

Head Golf, Dave Schroeder .....

Jr. High Golf , Todd Mortimer

Yay-Jeremy Woinarowicz

Yay-Sally Roller

Yay- Nikki Peterson

Yay- Eric Berglund

Yay-Don Narlock

Yay- Jeff Steer

Yay-Jordan Johnson

Election - Resolution to canvass the Return of votes for the 2020 Election of School Board Officers. Motion by

\_\_\_\_\_ second by \_\_\_\_\_ to approve as presented. (see attachment) (roll call vote) Table to Friday

meeting.

Election - Resolution to Issue Certificates of Election for the 2020 Election of School Board Officers. Motion by

\_\_\_\_\_ second by \_\_\_\_\_ to approve as presented. (see attachment) (roll call vote) Table to Friday

meeting.

Adult Meals Grant Award (Missy Jones) Missy gave a verbal report that WAO has received an adult meals Grant.

Communication & Events

11/10 Facilities committee @ 9:00 am

11/11 District QET (learning model) @ 3:20 pm

11/12 Special Board Meeting (learning model) @ 7:30 am

11/13 Special Board Meeting (canvass election) @ 7:30 am

11/16-20...American Education Week

11/17 Negotiations committee @ 9:00 am

11/20 Safety committee @ 9:00 am

11/20 Early Out @ 2:00 pm

11/26 & 27 No School - Thanksgiving

12/2 District QET @ 3:20 pm

12/4 Early Out @ 2:00 pm

12/8 Facilities committee @ 9:00 am

17.0 Adjourn at \_8:25 p.m.

Next special meeting will be November 12th at 7:30 am. in the H.S. multipurpose room. Learning model.

Next special meeting will be November 13th at 7:30 am in the H.S. multipurpose room canvass election

Next regular meeting will be December 14, 2020 at 7:00 P.M. in the H.S. multipurpose room. (Truth in Taxation, SPED, Audit)

List of Zoom attendants:

Renee Borowicz, Amanda Wimpfheimer, Kelsey Deschene, Hayden Sellers, Sarah's iphone, Luke; Bob Wimpfheimer,

Mary Stanislawski, Beth Murray, Stephanie Jadeke, Ashley Stroble, Mark Jones, Natasha, Michaela Myhrer, Gilly,

Shelly Kalt, Emma, Kyle H, Robbin Mathsen, Kelly Dahlen, Tara Kopp, Jake Reinier, Patty Horgen, Marilyn Erickson,

Lana Maruska, Tara Klein, Megan Dagoberg, Marshall Westberg, E, Kindra Jacobson, Julie Crummy, Brianna

Kirchner, Alisa Olson, "iphone", Kacey Green, Patty Erdahl, Emily Peterson, Ashley Solvik, Lisa's iphone, Lacey Bayne,

Mitch S 10 E, Deb Schhmidt, Mandy's ipad, Kelli Knoll, Lynelle, Jessica, Ashley Fredrickson, Amanda W., Levi,

Casey, Ashly Anderson, Hanson, Krissy Potucek, Tim Desrosier, Jen, Brian Jadeke, Jamie Woinarowicz, Lindsey

Johnson, Setberg, Kari Miska, Brenna Swanson, Aaron Wall, Cindy Franks, Ashley Vongroven, Alison Liedberg,

Tony Gullikson, Karen Poverud, Faith Neuschwander, Amber Schoepp, Sbring, Ally Linder, Kathy Wittman,

Samantha Conely, Taryn Omdahl, Laura Golden, Gracie Anderson, Brenda Ackerson, Josh Benson, BG, KP,

Danelle Klassey.

Office of the Minnesota Secretary of State

Certificate of Assumed Name

Minnesota Statutes, Chapter 333

The filing of an assumed name does not provide a user with exclusive rights to that name. The filing is required for consumer protection in order to enable customers to be able to identify the true owner of a business.

EXACT ASSUMED NAME UNDER WHICH THE BUSINESS IS OR WILL BE CONDUCTED: **Klopp Farms**

PRINCIPAL PLACE OF BUSINESS: **24709 320th St. NW, Argyle, MN 56713**

NAMEHOLDER(S):

Name: Haley Klopp, Bret Klopp

Address: 24709 320th St. NW, Argyle, MN 56713 United States

If you submit an attachment, it will be incorporated into this document. If the attachment conflicts with the information specifically set forth in this document, this document supersedes the data referenced in the attachment.

By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: Haley Klopp

MAILING ADDRESS: 24709 320th St. NW

Argyle, MN 56713

EMAIL FOR OFFICIAL NOTICES: klopps2014@gmail.com



# WARREN CITY COUNCIL PROCEEDINGS

## MINUTES - Warren City Council Regular Meeting July 27, 2021 Call to Order

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Mara Hanel presiding. Council members present: David Weber, Danny Omdahl, John Golden, Mark Wimpfheimer, Jarod Peterson. Absent: Justin Buegler. Also present: Shannon Mortenson, Brent McMillan, Boone Maruska, Nancy Mattson, Matt Linder. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. Approval of Agenda- Motion was made by Peterson, second by Weber to accept the agenda as presented. All in favor, Motion carried.

4. Approval of Minutes - Motion was made by Wimpfheimer, second by Weber to approve the minutes from the July 13 meeting. All in favor, Motion carried.

5. Presentation by Jacob Geller, AmeriCorp Intern- A video presentation was viewed by council as Jacob Geller is moving to Iowa this week. Geller has worked for the city since October and has completed a complete inventory of all trees located on public lands and the fair-grounds/golf course area. Fun fact - 62% of the trees are Green Ash. Under Geller's direction, berm trees were planted around the city and new varieties were introduced in the community.

6. Engineer's Report- Boone Maruska was given the floor. The final design is being completed for the pedestrian path on McKinley.

7. Working Supervisor Report-Brent McMillan was given the floor. Public works and the summer crew have spent the last two weeks preparing the city for the county fair. There have been some issues with the lift station at the campground. Zavoral Construction completed all the necessary street repairs in the city.

8. Clerk's Report- Reviewed. Weber questioned the status of the sanitation truck. The paperwork was received from the insurance company this week to allow the city to keep the engine and the insurance company pays for the remainder of the truck; almost \$14,000. The city will use the engine with a different box to help with snow removal.

9. Treasurer's Report

a. Pay Bills -Additional bills were highlighted. Motion was made by Golden, second by Wimpfheimer to pay the bills as presented with checks #45174-45208. All in favor, Motion carried.

10. Unfinished Business

a. Resolution 0713201-02 Sale of Property- Full council not in attendance tabled until all members are present. A counteroffer was received right before the meeting. Discussion ensued on the need to develop a policy for sale of city property and a different price structure. Mortenson was directed to obtain information how other cities sell city parcels. Information will be reviewed by the Community Growth Committee. Omdahl did request that items not be put on the agenda right before the meeting.

11. New Business

a. Resolution 07272021-01 Local Sales Tax Law-the Local Option Sales Tax bill was passed by the legislature. The next step is for the council to accept the bill into law

via a resolution. This does not implement a sales tax; it still needs to go on the General Election ballot. Motion was made by Omdahl, second by Golden to approve the resolution as presented. All in favor, Motion carried.

b. Transient License-licenses for Robert Miller and Denise Ortiz were reviewed. Motion was made by Weber, second by Wimpfheimer to approve the licenses as presented. All in favor, Motion carried.

c. Housing Development-item was placed on the agenda to begin discussion on housing in the city. With the childcare facility being expanded, the city needs to address housing for people to live in Warren. The tree farm is at a standstill, maybe that should be considered for a city project. There may be other areas for expansion. The committee may want to have other professionals on a subcommittee. This topic will be moved to Community Growth Committee to roll into the discussion on city owned parcels.

12. Committee Meeting-

13. Future Agenda Item(s)-

14. Adjournment -Motion was made by Weber second by Wimpfheimer to adjourn at 8:09 p.m. All in favor, Motion carried.

Shannon Mortenson  
City Administrator/Clerk-Treasurer  
Mara Hanel  
Mayor

## Office of the Minnesota Secretary of State

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By typing my name, I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

SIGNED BY: Haley Klopp  
MAILING ADDRESS: 24709 320th St. NW  
Argyle, MN 56713  
EMAIL FOR OFFICIAL NOTICES: klopps2014@gmail.com

# WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

## REGULAR BOARD MEETING (Monday, July 12, 2021)

Call to Order- Nikki Peterson, Chair; Jeff Steer, Treasurer; Mark Jones, Clerk; Marshall Westberg; Jordan Johnson; Darby Boe. Absent Sally Roller

Pledge of Allegiance- was spoken  
Open Forum- no one spoke  
Approval of Minutes

Motion by : Jones Second by : Boe  
To approve the minutes of June 14, 2021; to include the following changes:

1. Add more information on Principal's report. Clarify. CU.  
Approval of Agenda Motion by: Steer Second by: Westberg

To approve July 12, 2021, agenda as presented or amended to include the following:

1. Move 9.10 Don Narlock - Years of Board Service Recognition to after Approval of Agenda 3.1  
2. Add 10.1 Close Meeting to discuss negotiations.

Approval of Finances

Recommended Action: Motion to approve payment of the Bremer Credit Card and activity accounts, bills in the amount of \$102,117.89; checks #72865-72913; wires in the amount of \$297,878.81, and June payroll in the amount of \$86,167.24. Motion by: Steer

Second by: Johnson

With the correction on Financial Report July 14, 2021, of the CD amount to be \$1,582,285.37; Total Assets to be \$3,147,572.16 and total to be CU.

Enrollment-Final 2020//21

Instructional and In-person days. Information, Reports: Final 2020/21 School Calendar Attendance

Totals: District Calendar 168 days; Total Instructional Days 167; Total In-person Days Elem 138/ H.S. 135 days.

Reports-

High School Principal Report- Ben Miska verbal with handout. Monday, 7.12.2021

Staffing

1. High School Teachers for the 21/22 school year:

a. Art Teacher-No applicants  
b. Science Teacher-Ashley Stroble  
c. School Counselor-Brittney Palm  
d. 2 HS SPED-No applicants  
e. English Teacher-Tamara Diaz

2. Coaching/Advisor Positions for the 21/22 school year:

a. Student Council Advisor-Have interest  
b. Head Softball Coach-Have interest

c. JH & C Squad Volleyball Coach- Coach Stroble and Mr. Mortimer are working on

d. Assistant Cross Country Coach- Zach Relling

e. Assistant Track Coach-Have interest

f. Head Knowledge Bowl Coach- Have interest

g. Musical Set Design-No applicants

3. Paraprofessionals for the 21/22 school year are in need open positions.

4. Need subs for the 21/22 school year.

Events/Meetings

1. Summer School finished up on Thursday, July 1, 2021

a. Eight 9-12th grade students obtained credits they are in need of.

b. Thirteen 6-8th grade students attended and made progress in Math & Reading

2. Just finished the no contact period with athletes (July 5-July 9)

a. There will be one more prior to fall practice starting August 16, no contact Aug. 9-13

Great Things at WAO High School the past month

1. Strategic Planning-Thank you for doing this and involving so many people in the process.

Upcoming

1. Ed Foundation Golf Tournament on Friday, July 23, 2021.

2. High School Registration Wednesday, August 4, 2021.

3. HS QET planning meetings in July & August.

4. HS Handbook committee meetings in July & August.

5. 6th/7th Grade trip- a letter is being sent out with more information.

a. Won't be the typical trip this year

b. Postponed to September 1

c. Leave at 5:30 AM from Warren

d. Valley Fair in Shakopee from 11 AM-5:30 PM

e. Leave for Twins Game after Valley Fair

f. Twins Game in Minneapolis 7:10 PM-Approx. 10:10 PM

g. Return to Warren at Approx. 3:00 AM

h. Breakfast and lunch provided by the school

i. Supper provided at Twins game

Elementary Principal Report Kelsey Johnson verbal with handouts.

July 12th, 2021 School Board Meeting - ELEMENTARY

PRINCIPAL'S REPORT What's Happening at WAO Elementary

CARE Team completed Responsive Classroom Training (4 days workshop) and are preparing for in-house implementation training for all Elementary Staff during the 21/22 school year.

Initial training - beginning of the

year teacher in-service  
Possible PLC book study  
Ongoing training throughout the year (before/after school, grade level meetings, teacher in-service)

Board Committees

Negotiations- Jeff Steer verbal report They have had many meetings and have come to an agreement. ED Foundation- Jordan Johnson verbal report. Golf on July 23rd. They have many signed up to participate. Policy Reading

Information: First Reading of WAO District Policies-

1. Technology Acceptable Use Policy.

2. Student Parent Pledge & Insurance / Free & Reduced Lunches Application.(Would like to encourage family's to fill out Free & Reduced Lunch Application even if you do not feel you would qualify; each application affects..... funding we receive from state regardless if you qualify or not.)

Information:Second Reading of WAO District Policies- NA

ADOPTION OF ONE UPDATED WAO POLICY-

Bullying Prohibition Policy

Motion by: Jones Second by: Boe

Roll Call -

Y 6-Nikki Peterson; Jeff Steer; Mark Jones; Marshall Westberg; Jordan Johnson; Darby Boe. N- 0

Approved Personnel

Action: Resignation - Chris Kirchner

Motion by: Westberg

Second by: Steer

To accept the resignation of Chris Kirchner, HS Art Teacher. CU.

Action:Resignation - Brianna Kircher

Motion by: Boe

Second by: Jones

To accept the resignation of Brianna Kirchner, Elementary Counselor. CU.

Action:Resignation - Ashley Anderson

Motion by: Jones Second by: Steer

To accept the resignation of Ashley Anderson, Community Education Coordinator. CU

Action: Hire - 2021 Summer Help

Motion by: Boe

Second by: Westberg

To hire the 2021 Summer Help Custodial:

Emmarie Mata - \$10.36/hr.  
Lawrence Mata - \$9.86/hr.  
Nathan Sedlacek - \$9.86/hr.  
Hunter Bergh - \$9.86/hr.  
Spearit Washington - \$9.86/hr.

Tech:

Janetta Pageler - \$10.36/hr. CU.

Hire - Zach Stene Head Girls Softball

Motion by: Jones

Second by: Boe

To hire Zach Stene as the Head Girls Softball Coach for 2021/22 school year. CU.

Hire - Zach Relling Assist. Cross Country

Motion by: Steer

Second by: Boe

To hire Zach Relling as the Assistant Cross Country Coach for 2021/22 school year. CU.

Hire - Jessica Withrow Elem. Teacher

Motion by: Westberg

Second by: Steer

To hire Jessica Withrow as 2nd grade teacher at BA step 1 for 2021/22 school year. CU

Hire - Michelle Nybo Elem. Music

Motion by: Johnson

Second by: Jones

To Hire Michelle Nybo as Elementary Music Teacher at BA +40 step 17 for 2021/22 school year. CU.

Hire - Sara Larson Elem. Teacher

Motion by: Boe

Second by: Jones

To hire Sara Larson as 5th grade teacher at BA +10 step 4 for 2021/22 school year. CU.

Hire - Brittany Palm HS Counselor

Motion by: Steer

Second by: Johnson

To hire Brittany Palm as High School Counselor at BA step 13 for 2021/22 school year. CU.

Hire - Tamara Diaz HS English

Motion by: Jones

Second by: Westberg

To hire Tamara Diaz as High School English Teacher at BA step 1 for 2021/22 school year. CU.

Hire - Zane Reller Elem. PE

Motion by: Steer

Second by: Boe

To hire Zane Reller as Elementary Physical Education teacher at BA step 1 for 2021/22 school year. CU.

Hire - Ashley Stroble HS Science

Motion by: Westberg

Second by: Jones

To hire Ashley Stroble as High School Science teacher at BA step 1 for 2021/22 school year. CU.

District Business

Action: District Insurance Motion by:Boe

Second by:Westberg

To accept the quote from North Risk Partners for Property, Liability, Linebacker, Cyber, Crime, Auto, Umbrella and Workers

Compensation Insurance for the 2021-2022 school year at a premium cost of \$60,717.85

CU.

Appoint Special Board Election Judges

Motion by: Jones

Second by: Steer

To appoint Sue Peterson & LeAnne Novacek as Election Judges for the August 10, 2021, Special School Board Election, to be held in the WAO High School multi-pur-

pose room. CU.

Appoint Absentee Ballot Board Members

Motion by: Boe

Second by: Steer

To appoint Allie Carl, Natasha Kotowicz, Sue Peterson and LeAnne Novacek as Absentee

Ballot Board Members for the August 10, 2021 Special School

Board Election, to be held in the WAO High School multi-purpose

room. CU

Information:First Reading - Custodial & Food Service

Evaluations New Custodial & Food Service Evaluations- 1st Read. N/A.

Action: MSHSL Membership Resolution

Motion by: Jones

Second by: Steer

To pass a resolution for membership in the Minnesota State High School

League (MSHSL) for 2021/22. Roll Call

Yes- 6 Nikki Peterson; Jeff Steer; Mark Jones; Marshall Westberg; Jordan Johnson; Darby Boe No- 0

CU.

Milk Bid for 2021/22 (only bid)

1/2 pint Skim Fat Free Milk @ 23.52 cents

1/2 pint Chocolate Skim Fat Free Milk @ 22.61 cents 1/2 pint 1% milk @ 24.52 cents

Motion by: Steer Second by: Sestberg

To accept the one milk bid received from Cass Clay Creamery CU.

Fuel Bid for 2021/22 (attachment on agenda for 7/10/21) Bids by Marshall Co-op and Northdale Oil

Motion by: Johnson Second by: Westberg

To accept the fuel bid received from Marshall County, at a cost of \$0.13

cents below pump price, for the 2021/22 school year. (Council member Jeff Steer has obtained

from motion and vote on fuel bid. He currently sits on the Marshall Co-op Board.) CU.

Fee Schedule Motion by: Boe

Second by: Steer

To establish & approve the Fee Schedule for 2021/22. (attachment on agenda for 7/10/21) CU.

Event Worker Rates Motion by: Johnson

Second by: Steer

To establish & approve the Event Worker Rates for 2021/22. (attachment on agenda for 7/10/21) CU.

Important Dates

Information: July & August Communication & Events

July:

Facilities Committee: Chad Ruzicka at WAO / auditorium planning

Tuesday, July 20 @ 4:00 pm

WAO Ed. Foundation Golf Scramble Friday, July 23

WAO High School & Alumni Band Performance proceeds go to band

trip. Saturday, July 24 @ 1:00 pm

Strategic Planning Committee #3 Tuesday, July 27 @ 6:00 pm

August:

FY 21 Audit - Brady Martz

Set date for Truth in Taxation, World's Greatest Workforce & SPED meeting in December.

School Board Self-Evaluation review/Board accountability

Thursday, August 19 @ 6:00 pm

Meeting will continue as closed session to discuss negotiations.

Motion to close meeting

Motion by: Steer Second by: Boe

CU.

Motion to go back to open meeting

Motion by Boe

Second by Westberg CU.

Adjourn

Adjourn 9:29 pm. Next Meeting will be August 9, 2021, at 7pm in the H.S. Multipurpose room. Motion to adjourn by Jones Second by Westberg. CU.