

# WARREN CITY COUNCIL PROCEEDINGS

September 1, 8

Filed in District Court  
State of Minnesota

## MINUTES – Warren City Council Regular Meeting August 10, 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, Justin Buegler. Absent: Jarod Peterson. Also present: Shannon Mortenson, Brent McMillan, Jeff Wohlers, Boone Maruska, Nancy Mattson, Jim Trojanowski, Lisa VanSickle, James VanSickle, Mike Knoll, Hollie Cheney, Mike Cheney, Mary Jo Chandler, Carolyn Loeslie, Dale, Loeslie, Dann Pageler, Joyce Knoll, John Mosher, Cody Hanson. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

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

4. Approval of Minutes - Motion was made by Buegler, second by Golden to approve the minutes from the July 27 meeting. All in favor, Motion carried.

5. Engineer's Report- Boone Maruska was given the floor. The final design is scheduled for review submission on Friday for the pedestrian path on McKinley. The 4th Street project was submitted to PFA for placement on the Project Priority List. The project is on the wastewater list so Maruska is hopeful the project will also rank on the water list.

6. Working Supervisor Report-Jeff Wohlers was given the floor. Fifty gallons of curb paint have been applied this summer. Fifty percent of the Walk Warren signs are up. A natural gas and hydrant training was conducted with the fire department recently. Garden Valley has 80 service drops left to install. The main server building still needs to be constructed.

7. Clerk's Report- Reviewed. The report from MPCA was received this afternoon. There was not time to read thru it. A review with MPCA is tentatively scheduled for August 25. The audit deadline is August 15; with clerk going on vacation August 11, the audit report will not be submitted to the State on time. A letter will be received from the State and if the report is not submitted by September 30, the LGA payment will be withheld. Mortenson will push to complete the audit upon returning from vacation on August 23.

8. Treasurer's Report

a. July General Ledger-reviewed.

b. Checks Issued in July-reviewed.

c. Pay Bills – Additional bills were highlighted. Motion was made by Golden, second by Weber to pay the bills as presented with checks #45214-45275. All in favor, Motion carried.

9. Unfinished Business

a. Resolution 0713201-02 Sale of Property-Developer called this evening and has requested the sale be removed from consideration. Resolution will be removed from agenda.

10. New Business

a. Jim Trojanowski-NW Regional Library System-Trojanowski was given the floor. He would like the council to consider a 1% fee increase for 2022. That would amount to \$107. He also presented a packet of statistics on the library system as a whole and only Godel. Godel has strong foot traffic. Motion was made by Wimpfheimer, second by Buegler to approve the 1% increase of \$107 for 2022. All in favor, Motion carried.

b. James and Lisa VanSickle-the floor was given to Lisa VanSickle. She presented a petition signed by neighbors on North Montana providing reasons not to have a housing development in their neighborhood. Some points were property tax increases, parking, traffic, resale value of homes, twin homes vs town homes, fear of substandard and low-income housing and the environment. As discussion ensued, there was a question if this was commercial development or residential. Council reply was residential. Also was concern on the development not being made public. The request was to purchase a parcel of city land and the development is still in concept stage. Residents would like to know when meetings will be held in the future for discussion on development. Omdahl requested Loeslie's be contacted for the meeting notices. There was a suggestion that the city revisit the zoning ordinance. The Mayor stated at various times that under Old

Business it needs to be reiterated that the developer does not want to purchase the city parcel. Motion was made by Buegler, second by Omdahl to move VanSickle's purchase proposal to committee. All in favor, Weber nay. Motion carried. Motion was made by Weber, second by Omdahl to get legal advice on advertising and can people be randomly picked to sell to prior to the committee meeting and opinions shared with council prior to committee meeting. Weber and Omdahl voted yes, Hanel, Wimpfheimer, Golden Buegler voted no. Motion failed.

c. Overtime Report- Motion was made by Weber, second by Wimpfheimer to accept the report as presented. All in favor, Hanel abstained. Motion carried.

d. Ageing Report – reviewed.

11. Committee Meeting-The Equipment Committee met to review prices for a new sanitation truck. A new truck will cost \$192,510 and should be ready in October. Financing will be obtained, and the dumpster rates will be reviewed to help pay for the truck. Motion was made by Golden, second by Weber to approve the purchase of a sanitation truck as presented. All in favor, Motion carried.

12. Future Agenda Item(s)-

13. Adjournment –Motion was made by Weber second by Wimpfheimer to adjourn at 8:22 p.m. All in favor, Motion carried.

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Shannon Mortenson  
City Administrator/Clerk-Treasurer  
Mara Hanel  
Mayor

### BILLS

Argyle Building Center.....	\$66.00
Auto Value Warren .....	\$62.72
Border States Electric Supply.....	\$291.92
Christina Szklarski .....	\$20.00
City of Warren .....	\$15,714.96
Colepapers, Inc.....	\$74.17
Connecting Point.....	\$1,135.00
Core & Main.....	\$266.23
David Drown Associates .....	\$2,000.00
Downtown Horns .....	\$2,700.00
Ewing Oil .....	\$689.45
Frontier.....	\$1,093.31
Garden Corner .....	\$149.50
Gopher State One Call .....	\$267.25
Greg Hufnagle.....	\$702.40
Guardian Pest Control .....	\$108.10
Hamm's Repair.....	\$277.45
Hardware Hank .....	\$642.00
Hawkins, Inc .....	\$298.67
Hildi Inc .....	\$2,500.00
Irby Tool & Safety.....	\$8,463.37
J & L Construction, Inc.....	\$19,808.00
Jet Stop, Inc .....	\$453.39
Kristal Walen.....	\$200.00
Landis+Gyr Technology, Inc..	\$797.15
M & K Porta Potties.....	\$310.00
Marshall & Polk Rural Water System.	\$98.55
Marshall County Cooperative -	
Warren .....	\$3,644.25
Matthew Linder .....	\$154.86
Messenger .....	\$115.00
MidContinent Communications	\$75.64
Miller Electric, Inc .....	\$85.00
MN Dept. Of Human Services .....	\$3,776.64
Municipal Gas Acquisition and Supply	
Corp.....	\$28,528.81
NAPA Supply of Warren .....	\$243.79
Nelson Equipment of T.R.F., Inc.....	\$163.15
Nordic Fiberglass, Inc.....	\$1,539.60
Northdale Oil Inc.....	\$27.00
Northland Mat Company .....	\$179.50
Northland Trust Services, Inc.....	\$9,125.00
Occupational Development Center ....	\$546.00
Pitney Bowes Global Financial	
Services LLC.....	\$418.20
PKM Electric Coop.....	\$1,155.00
R J Zavoral & Sons, Inc.....	\$78,600.00
Railroad Management Company III,	
LLC .....	\$284.85
Red River Flag .....	\$212.85
Sanitation Products .....	\$836.64
Shannon Mortenson .....	\$212.80
Sjoberg's Cable TV, Inc .....	\$122.80
Supermarket Foods .....	\$47.28
Sven's Under Car Shop .....	\$196.59
Town & Country P & H.....	\$141.64
True Value - Warren .....	\$463.42
Verizon Wireless .....	\$83.00
Verizon Wireless (AMI).....	\$37.52
Warren Auto Repair .....	\$1,097.29
Warren Chamber of Commerce.....	\$300.00
Warren Lifeguards.....	\$100.36
Warren Sheaf.....	\$683.00
Waste Management.....	\$2,742.68

STATE OF MINNESOTA  
COUNTY OF MARSHALL

NINTH JUDICIAL DISTRICT  
DISTRICT COURT  
PROBATE DIVISION

COURT FILE NO.: \_\_\_\_\_

Estate of  
Marc Earl Philipp,  
a/k/a Marc E. Philipp,  
Decedent.

### NOTICE CREDITORS: FOREIGN PERSONAL REPRESENTATIVE ACTING IN MINNESOTA

Notice is given that Peter J. Tamases, residing at 6008 Ridgemont Drive, Oakland, California 94619, is the domiciliary foreign personal representative ("Personal Representative") for the estate of Marc Earl Philipp, a resident of the State of California.

On \_\_\_\_\_, the Personal Representative filed with the Court a document stating an intention to exercise, as to assets in Minnesota, all powers of a local personal representative and to maintain actions and proceedings in Minnesota in accordance with Minn. Stat. 524.4-205.

Notice is also given that any Minnesota creditor who objects to the Personal Representative's exercise of power over assets in Minnesota must file a written objection within 60 days from the Personal Representative's filing. If no objections are filed, the representative may, after the expiration of the 60 day period, exercise all powers of a local personal representative.

/s/ Courtney Hauert  
Court Administrator

Attorneys for Foreign Personal  
Representative:  
Matt Shea (#0309308)  
Amanda J. Kruse (#0401497)  
Lathrop GPM LLP  
80 South Eighth Street, Suite 500  
Minneapolis, MN 55402  
Telephone: (612) 632-3428  
(651) 249-0722  
Email: matt.shea@lathropgpm.com  
amanda.kruse@lathropgpm.com

# WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

September 22, 29

Filed in District Court  
State of Minnesota

STATE OF MINNESOTA  
COUNTY OF MARSHALL

NINTH JUDICIAL DISTRICT  
DISTRICT COURT  
PROBATE DIVISION

COURT FILE NO.: 45-PR-21-270

Estate of: Shirley Mae Sinn,  
Decedent.

## NOTICE AND ORDER OF HEARING ON PETITION FOR FORMAL ADJUDICATION OF INTESTACY, APPOINTMENT OF PERSONAL REPRESENTATIVE AND NOTICE TO CREDITORS

It is Ordered and Notice is given that on 10/14/2021, at 9:00 a.m., a hearing will be held in this court at via zoom, Minnesota, for the adjudication of intestacy and determination of heirship of the Decedent, and for the appointment of David Sinn, whose address is 29370 St Hwy 1 NW Warren, MN 56762 as Personal Representative of the Estate of the Decedent in an UNSUPERVISED administration. Any objections to the petition must be filed with the Court prior to or raised at the hearing. If proper and if no objections are filed or raised, the Personal Representative will be appointed with full power to administer the Estate including the power to collect all assets, to pay all legal debts, claims, taxes and expenses, to sell real and personal property, and to do all necessary acts for the Estate.

Notice is also given that (subject to Minnesota Statutes section 524.3-801) all creditors having claims against the Estate are required to present the claims to the Personal Representative or to the Court Administrator within four months after the date of this Notice or the claims will be barred.

### BY THE COURT

Dated: September 14, 2021  
Jeffrey Remick  
Judge of District Court

Dated: Courtney Hauert  
Court Administrator

Attorney for: Petitioner  
Name: Donald J. Aandal  
Firm: Rokke, Aandal & Associates,  
PLLC Street: 423 North Main  
Street, PO Box 159 City, State,  
ZIP: Warren, MN 56762.  
Attorney License No: 157272  
Telephone: 218-745-4321  
Fax: 218-745-4320  
Email: daandal@ralawoffice.com

**\*\*REGULAR BOARD MEETING  
(Monday, August 9, 2021)**

Opening  
Call to Order  
Nikki Peterson, Chair; Jeff Steer, Treasurer; Mark Jones, Clerk; Marshall Westberg; Jordan Johnson; Sally Roller; Darby Boe.  
Pledge of Allegiance was spoken.  
Open Forum- no one spoke.  
Cyber Insurance Presentation-  
Chris McLean joined us to present the importance of Cybersecurity on behalf of North Risk Partner. Chris provided a PowerPoint and handouts with presentation. Spoke of importance of having adequate coverage; had an example of a local incident, how it affected the institution; quotes from EMC.  
Approval of Minutes  
Motion by: Jones  
Second by: Boe  
To approve the minutes of the July 12, 2021, regular meeting; to include the following changes:  
1. Spelling clarify.  
2.  
CU  
Approval of Agenda  
Motion by: Steer  
Second by: Westberg  
To approve the August 9, 2021, agenda as presented or to include the following: NA  
CU  
Approval of Finances  
Motion to approve payment of the Bremer Credit Card and activity accounts, bills in the amount of \$111,480.75; checks #72914-72967; wires in the amount of \$120,657.12, and July payroll in the amount of \$64,835.04.  
Motion by: Jones  
Second by: Steer with update of correct amount on bottom line. Should be FY21 total \$5,069,836.68 and FY22 total \$5,343,006.31 send out updatedreport.CU  
Enrollment  
Reports:  
NA - 2021/22 Student Enrollment  
Reports  
High School Principal Report presented by Ben Miska- hand outs with verbal report  
Monday, 8.10.2021  
Staffing  
1. High School Teachers needed for the 21/22 school year.  
a. Art-No applicants.  
b. 2 HS SPED-No applicants.  
c. I would like to advertise for an Agriculture teacher for the 21/22 school year & beyond.  
d. I would like to advertise for an after school tutor for the 21/22 school year.  
2. Coaching/Advisor Positions open for the 21/22 school year.  
a. Student Council Advisor-Molly Fridstrom.  
b. Head Softball Coach-Zach Stene  
c. JH & C Squad Volleyball Coach-Coach Stroble and Mr. Mortimer are working on  
d. Assistant Track Coach-Have interest  
e. Head Knowledge Bowl Coach-Have interest  
f. Musical Set Design-No applicants  
g. Yearbook-Beth Murray  
h. Community Education-Have interest  
i. JH Baseball-No applicants  
3. Paraprofessionals for the 21/22 school year  
a. Recommending Molly Brusseau & Melissa Martinez for new hires  
4. Need subs  
9/16/21, 1:24 PM BoardDocs@ LT  
<https://go.boarddocs.com/mn/wao/Board.nsf/Private?open&login 2/5>  
Events/Meetings  
1. HS QET finished.  
a. WAO Behavior Flow Chart (Attached)  
b. WAO HS QET Goals (Attached)  
c. Administrative Goals (Attached)  
Great Things at WAO High School the past month  
1. WAO Ed Foundation Golf Scramble  
2. Alumni Jazz Band Concert  
Upcoming  
1. No contact period with athletes (August 9-13)  
2. Area HS Principals' meeting Wednesday, August 11  
3. Fall sports start Monday, August 16  
4. HS Handbook committee meeting August 17  
5. High School Registration Wednesday, August 18  
6. ASEC Principal's Meeting Thursday, August 19  
7. Virtual Para Training through NWSC Thursday, August 26  
8. Meet the Ponies Night Thursday, August 26 from 5:30-6:30 PM  
9. Inservices August 31-September 2  
10. "6th grade" trip Wednesday, September 1  
11. First day of school Tuesday, September 7  
Staff Survey-admin results & Plan  
Staff Survey submitted for Superintendent; High School Principal; Elementary Principal in regard to areas of strength; areas to improve; and action plan for each.  
High School QET goals 21/22 overview.  
WAO Behavior Flow Chart overview.  
Elementary Principal Report presented by Kelsey Johnson verbal with handout-  
August 9th, 2021  
School Board Meeting - ELEMENTARY PRINCIPAL'S REPORT  
What's Happening at WAO Elementary  
• Kids Spot  
• NEW Kids Spot Coordinator - Michelle Boroski  
• NEW morning Kids Spot! 6:30 -7:45 AM each day school is in session  
• Continue after school hours - 3:00-6:00 PM each day school is in session  
• New rates and prepayment information will be included in our WAO Elementary registration packet  
• WAO Elementary - 21/22 School Year Schedule and important information - All information available in WAO Elementary registration packet  
• DAILY SCHEDULE  
6:30-7:45 AM - Kids Spot - Pre Registered  
7:45 AM - Doors open to all students  
8:00 AM - Bus Drop-off  
7:45 -8:15 AM - Breakfast in Cafeteria  
8:15 AM - Students are dismissed to classrooms  
8:20 AM - Bell Rings/ Announcements  
3:00-3:05 PM- PreK-2nd Dismissal  
3:05-3:10 PM - 3rd-5th Dismissal  
3:15 PM - Bus Departure  
3:00 -6:00 PM - After School Kids Spot  
• Before and after school pick-up/drop-off locations for parents will be at the loop door and the middle parking lot door (Cafeteria door for Kids Spot and busses only)- family door assignments will be in the registration packets.  
• Please pay special attention to this document for information regarding parents/families' ability

to visit the building - we are excited to get our families into the building this year whenever possible!  
• Morning recess is back for our 1st-5th Graders!!! Students are welcome to enjoy some fresh air in the mornings before school starts. We are asking that students be prepared and dress appropriately if they plan to play outside in the mornings.  
• Students will have the opportunity to enjoy hot breakfast in the cafeteria from 7:45 -8:15 AM  
• We are able to get lunch schedules aligned so that all students are eating between 10:50 -12:05 PM!  
• We will continue to work with our leadership teams to develop protocols as they relate to Covid-19 - masking, quarantining, etc. More information will be provided to families as we solidify our plan.  
• Welcome to the Team - Sara Kostrzewski - Elementary Social Worker  
• Master's Degree in Social Work - University of North Dakota  
• Dean's List Honoree Junior Year, 2019  
• UND Child Welfare stipend recipient  
• Dean's List Honoree Master's Program, 2021  
• Extensive experience working with children and families within the WAO communities  
• She will begin her duties in January 2022 after completing prior commitments in North Dakota  
• Welcome to the Team - Jennifer Amiot - Paraprofessional  
9/16/21, 1:24 PM BoardDocs@ LT  
<https://go.boarddocs.com/mn/wao/Board.nsf/Private?open&login 3/5>  
• 5 years of in-home daycare experience  
Open Positions for 21/22 School Year  
• Kids Spot Workers  
• Paraprofessionals  
• Substitute Teachers & Paraprofessionals  
Upcoming Dates of Importance  
• August 18th - Registration Day (info about this will be mailed out later this summer)  
• August 31st - September 2nd - Staff Inservice 21/22  
• September 7th - First Day of School 21/22  
School Year!  
Superintendent Report presented by Kirk Thorstenson verbal with handouts-Superintendent School Board Report  
August 9, 2021  
1. Special Board Election - tomorrow Tuesday, Aug. 10 7AM to 8PM in H.S. multi-purpose room  
2. request Special Board Meeting in August - staff & teacher negotiations  
a. Approve Teacher Master Contract  
b. Approve Support Staff Handbook  
pick date & time:  
Monday, Aug. 23 @ 7PM or  
Monday, Aug 30 @ 7PM  
3. Community Ed. Director - 2 applicants / interviews in near future.  
4. Strategic Planning:  
a. Writing team previous work  
Belief, Mission, Vision, Objectives for Focus Area/ Goals  
b. Next meeting is scheduled for Thursday, Aug. 19  
School Board Self-Evaluation Review Board  
Accountability.  
Is it possible to move this meeting to 7PM? (Gail)  
c. Next step - convene District QET team to begin working on  
Action Plan Considerations  
d. Reminder: complete School Board Self Evaluation survey  
5. New MDH face covering protocol at this time: masks optional in school masks required on school busses  
WAO Safe Return to In-Person Learning Plan 2021-22  
- handout information for parents & community  
Board Committees  
Education Foundation  
- verbal by Jordan Johnson golf fund-raiser went very well, 172 golfers, \$34,000 in funds raised. Jordan wanted to thank everyone that worked so hard to make this event happen.  
Facility- verbal by Mark Jones. Asphalt needing some repair; bus fleet development replacement plan; ICON working on floor plan assessment; auditorium in contact with a gentleman from Grafton, working to put together ideas for seating. Bus garage lighting complete and fire suppression system testing is almost complete.  
Policy Reading  
First Reading of WAO District Policies  
NA  
Second Reading of WAO District Policies  
NA  
Adoption of WAO District Policies  
Adoption of one updated WAO Policy, Technology Acceptable Use Policy  
Motion by: Jones  
Second by: Roller  
To adopt WAO Policy Technology Acceptable Use  
CU  
Personnel  
Action Hire - Michelle Boroski - as Kid's Spot Coordinator  
Motion by: Roller  
9/16/21, 1:24 PM BoardDocs@ LT  
<https://go.boarddocs.com/mn/wao/Board.nsf/Private?open&login 4/5>  
Second by: Steer  
To hire Michelle Boroski as Kid's Spot Coordinator for 2021-2022 at rate of \$20/hr. CU  
Action Hire - Sadie Gornowicz - Kindergarten Teacher  
Motion by: Steer  
Second by: Westberg  
To hire Sadie Gornowicz as a kindergarten teacher at BA step 9 for 2021/22 school year. CU  
Action Hire Molly Brusseau- Paraprofessional  
Motion by: Boe  
Second by: Jones  
To hire Molly Brusseau as a paraprofessional at step 3 Training, for 2021/22 school year. CU  
Action:Melissa Martinez- Paraprofessional  
Motionby: Westberg  
Second by: Roller CU  
Action: Hire Molly Fridstrom- Student Council Advisor  
Motion by: Steer  
Second by: Johnson  
To hire Molly Fridstrom as a Student Council Advisor for 2021/22 school year. CU  
Action: Hire Beth Murray- Yearbook Advisor  
Motion by: Boe  
Second by: Jones  
To hire Beth Murray as Yearbook Advisor for 2021/22 school year. CU  
Action: Hire Robert Calder- Elementary Custodian  
Motion by: Westberg

Second by: Johnson  
To hire Robert Calder as Elementary Custodian at step 6 of the support Staff Handbook. CU  
Action: Hire- Sara Kostrzewski- Elem. Social Worker  
Motion by: Steer  
Second by: Johnson  
To hire Sara Kostrzewski as Elementary Social Worker at step 1 of the Master Contract, to begin employment January 3, 2022. CU  
Action: Hire- Zach Relling- Assist. Track Coach  
Motion by: Boe  
Second by: Roller  
To hire Zach Rellig as Assistant Track Coach per the Extra Curricular Schedule of the Master Contract. (10% of BA base Step 1) CU  
District Business  
District Insurance  
Motion by:  
Second by:  
To accept the Cyber Insurance quote option # from North Risk Partners at a premium cost of \$ for the 2021-2022 school year.  
Option 1: Annual Aggregate- \$250,000 \$1,000 Deductible  
Total Premium \$1348.00  
Option 2: Annual Aggregate-\$500,000 \$5,000 Deductible  
Total Premium \$2096.00  
Option 3: Annual Aggregate-1,000,000 \$10,000 Deductible  
Total Premium \$2781.00  
After discussion about coverage and premium amounts, a motion was made to table this item agenda to the next meeting September 13, 2021.  
Motion by: Jones  
Second by: Westberg CU  
9/16/21, 1:24 PM BoardDocs@ LT  
<https://go.boarddocs.com/mn/wao/Board.nsf/Private?open&login 5/5>  
Custodial & Food Service Evaluations  
Approval of new Custodial and Food Service Evaluations  
Motion by: Westberg  
Second by: Johnson  
To adopt the Custodial & Food Service Evaluations for the upcoming 2021/22 school year. CU  
Set Date and Time for Truth in Taxation & World's Greatest Workforce Presentations  
Motion by: Roller  
Second by: Steer to approve the date/time for Truth in Taxation & World's Greatest Workforce Presentations for Monday, Dec. 13, 2021 @ 6:30 PM CU  
Asphalt Crack Fill & Overlay  
Motion by: Steer  
Second by: Jones  
To approve the quote of \$50,950 for crack fill, 2 inch mill and 2 inch overlay by Tristate Paving, Inc on specified blacktop areas. CU  
Declare School Bus #4 Public Surplus  
Motion by: Jones  
Second by: Roller  
To declare WAO School Bus #4 public surplus. CU  
Important Dates  
August & September Communication & Events  
August-  
FY 21 Audit - Brady Martz  
Registration for School Year 2021-22 -  
Wednesday, August 18 @ 12:00-7:00 PM  
School Board Self-Evaluation review/Board accountability  
Thursday, August 19 @ 7:00 pm  
September-  
Staff In-service:  
Tuesday, Aug. 31  
Wednesday, Sept. 1  
Thursday, Sept. 2  
First Day of School:  
Tuesday, Sept. 7th.  
Attached to the agenda is the approved 2021-22 WAO School District Calendar  
Adjourn. 9:08 Next Meeting will be September 13, 2021, at 7pm in the H.S. Multipurpose room.

### SPECIAL MEETING THURSDAY, AUGUST 19, 2021

CALL TO ORDER-  
In Attendance:  
Nikki Peterson, Mark Jones, Jeff Steer, Sally Roller, Darby Boe, Jordan Johnson, and Marshall Westberg  
OPEN FORUM- No one spoke  
APPROVAL OF AGENDA  
MOTION BY: Boe SECOND BY: Steer  
TO APPROVE THE AGENDA AS PRESENTED OR AMENDED TO INCLUDE THE FOLLOWING:NA  
CU  
CANVASS ELECTION RESULTS  
Recommended Action: MOTION BY: Steer  
SECOND BY: Johnson  
TO CANVASS & DECLARE MARSHALL WESTBERG NEW SCHOOL BOARD MEMBER.  
Roll Call Vote-  
YEA-Nikki Peterson, Mark Jones, Jeff Steer, Sally roller, Darby Boe, and Jordan Johnson.  
NAY- 0. CU.  
SAFE RETURN TO IN-PERSON LEARNING PLAN  
Recommended Action: MOTION BY: Johnson  
SECOND BY: Boe  
TO APPROVE THE SAFE RETURN TO IN-PERSON LEARNING PLAN FOR 2021/22 SCHOOL YEAR.  
Discussion was held.  
Board member Boe asked do we have a plan if we reach a critical number? There will be a metric to which the school will adhere to;this is in discuss with committee at this time.  
Information:  
STRATEGIC PLANNING- Presentation by Gayle Gilman to review the results of the project.  
ADJOURN  
Recommended Action: Meeting adjourned at 9:15 p.m. Next meeting will be September 13th, 2021 at 7:00 p.m. in the H.S. Multipurpose Room.

September 22, 29

Filed in District Court  
State of Minnesota

STATE OF MINNESOTA  
COUNTY OF MARSHALL

NINTH JUDICIAL DISTRICT  
DISTRICT COURT  
PROBATE DIVISION

COURT FILE NO.: 45-PR-21-268

Estate of: Charles E. Bordenkircher,  
Decedent.

**AMENDED  
NOTICE AND ORDER OF  
HEARING ON  
PETITION FOR PROBATE OF  
WILL  
AND APPOINTMENT OF  
PERSONAL REPRESENTATIVE  
AND NOTICE TO  
CREDITORS**

It is Ordered and Notice is given that on 10/14/2021, at 8:30 a.m., a hearing will be held in this court at via zoom, Minnesota, for the formal probate of an instrument purporting to be the Will of the Decedent, dated March 7, 2013, and codicil(s) to the Will dated---- and separate writing(s) under Minnesota Statutes section 524.2-513 ("Will"), and for the appointment of Marie A. Bordenkircher whose address is 14 Twixt Hills Rd Ridgefield, CT 06877 as Personal Representative of the Estate of the Decedent in an UNSUPERVISED administration.

Any objections to the petition must be filed with the Court prior to or raised at the hearing. If proper and if no objections are filed or raised, the Personal Representative will be appointed with full power to administer the Estate including the power to collect all assets, to pay all legal debts, claims, taxes and expenses, to sell real and personal property, and to do all necessary acts for the Estate

Notice is also given that (subject to Minnesota Statutes section 524.3-801) all creditors having claims against the Estate are required to present the claims to the Personal Representative or to the Court Administrator within four months after the date of this Notice or the claims will be barred.

A charitable beneficiary may request notice of the probate proceedings be given to the Attorney General pursuant to Minnesota Statutes section 501B.41, subdivision 5.

**BY THE COURT**

Dated: September 16, 2021

Jeffrey Remick  
Judge of District Court

Dated: Courtney Hauert  
Court Administrator

Attorney for: Personal Representative  
Name: Donald J. Aandal  
Firm: Rokke, Aandal & Associates, PLLC Street: 423 North Main Street, PO Box 159 City, State, ZIP: Warren, MN 56762  
Attorney License No: 157272  
Telephone: 218-745-4321  
Fax: 218-745-4320  
Email: daandal@ralawoffice.com

# WARREN CITY COUNCIL PROCEEDINGS

**MINUTES – Warren City Council  
Regular Meeting August 24,  
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, Jarod Peterson, Justin Buegler. Absent: Mark Wimpfheimer. Also present: Shannon Mortenson, Brent McMillan, Boone Maruska. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. Approval of Agenda-Under New Business: d. Resolution #08242021-01 Accepting Donation. Motion was made by Peterson, second by Weber to accept the agenda with additions. All in favor, Motion carried.

4. Approval of Minutes - Motion was made by Golden, second by Omdahl to approve the minutes from the August 10 meeting. All in favor, Motion carried.

5. Engineer's Report- Boone Maruska was given the floor. The design for the pedestrian path is being reviewed by MnDOT. The 4th Street project is awaiting funding from PFA.

6. Operations Manager Report-Brent McMillan was given the floor. There was a water break on Parkview last week. During the break two valves were also found to be broken. All have been repaired. The hangar should be done by the end of the month for occupancy. The well pump has been replaced along with the VFDs in the pumphouse. Water restrictions remain in place from the DNR. There was a power outage on Sunday, August 15 at the trailer court.

7. Clerk's Report- Reviewed.

8. Treasurer's Report

a. Pay Bills –Motion was made by Weber, second by Buegler to pay the bills as presented with checks #45287-45327. All in favor, Motion carried.

9. Unfinished Business

a.

10. New Business

a. Audit 2020- Motion was made by Weber, second by Peterson to table the item for the auditor to present. All in favor, Motion carried.

b. Lease for FBO Hangar-with the new hangar almost complete a lease was drawn up with Aaron Peterson as the Fixed Base Operator (FBO). Motion was made by Golden, second by Omdahl to approve the lease as presented. All in favor, Peterson abstained due to conflict of interest. Motion carried.

c. Proposal for Rec Center Design- to begin expanding the east side and to be sure the second floor is structurally sound; it is recommended by staff to hire a structural engineer to do the design. Contractors that were contacted regarding the project did not want to do the project without a structural design. Motion was made by Omdahl, second by Golden to accept the task

order from AE2S as presented. All in favor, Motion carried.

d. Resolution #08242021-01

Accepting Donation – the Warren Community Fund donated \$5,600 toward the tennis court resurfacing. A huge show of thanks was extended to the Fund. The WAO Booster Club donated earlier so accolades to that organization also for enhancing recreational offerings in Warren. Motion was made by Golden, second by Weber to approve the resolution as presented. All in favor, Motion carried.

11. Committee Meeting-

12. Future Agenda Item(s)-

13. Adjournment –Motion was made by Buegler second by Peterson to adjourn at 7:21 p.m. All in favor, Motion carried.

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Shannon Mortenson  
City Administrator/Clerk-Treasurer  
Mara Hanel  
Mayor

**BILLS**

Adam Hermanson.....	\$15.74
AE2S .....	\$5,920.00
Border States Electric Supply .....	\$2,688.91
Bremer Bank - Cardmember Services	\$244.46
Brian Evin .....	\$18.94
BSN Sports .....	\$440.12
City of Warren .....	\$15,714.96
Coalition of Greater MN Cities .....	\$175.00
Constellation NewEnergy Gas	
Division, LLC.....	\$4,216.74
Core & Main.....	\$800.35
Don Aandal - Taralseth .....	\$2,250.00
Fastenal.....	\$102.04
Guardian Pest Control .....	\$56.23
Hatton Granite Company .....	\$550.00
Irby Tool & Safety.....	\$27,243.72
Jeff Wohlers .....	\$243.28
John Deere Financial .....	\$78.53
Josh Maurstad .....	\$16.63
KLJ Engineering LLC.....	\$6,781.27
LTP Enterprises, Inc.....	\$14,717.60
Lynette Sinn .....	\$250.00
M-R Sign Co., Inc.....	\$92.05
Mar-Kit Sanitary Landfill .....	\$7,220.00
MARCO .....	\$611.99
Marshall & Polk Rural Water System.	\$1,275.00
MidStates Wireless.....	\$145.00
ND Sewage Pump & Lift Station	
Service Com.....	\$2,755.00
Nelson Technologies, Inc....	\$4,630.00
Northland Trust Services, Inc.....	\$9,125.00
Northwest Regional Library	\$2,679.00
Olson Underground, Inc.....	\$550.00
Patricia Fayette.....	\$1,650.00
PKM Electric Coop .....	\$198.58
Productivity Plus Account .....	\$321.96
PS Grage Doors - Accting Dept. ....	\$986.64
Quill Corporation .....	\$435.08
RMB Environmental Lab .....	\$50.00
Rokke, Aandal & Associates, PLLC ...	\$46.00
Skalsky Electric, INC. ....	\$1,397.40
Surface Pro LLC.....	\$15,600.00
SWS Credit Services .....	\$14.00
Thein Well.....	\$13,571.29
Verizon Connect.....	\$16.19