

NOTICE AND ORDER FOR
HEARING ON PETITION FOR
DESCENT OF PROPERTY

A Petition for Determination of Descent has been filed with this Court. The Petition represents that the Decedent died more than three years ago, leaving property in Minnesota and requests the probate of Decedent's last Will dated N/A , if any, and the descent of such property be determined and assigned by this Court to the persons entitled to the property. Any objections to the Petition must be filed with the Court prior to or raised at the hearing. If proper, and no objections are filed or raised, the Petition may be granted.

IT IS ORDERED and Notice is further given, that the Petition will be heard on 04/25/2022, at 9:00 a.m., by this Court at Marshall County District Court Warren, Minnesota.

1. Notice shall be given to all interested persons (MINN. STAT. § 524.1-401) and persons who have filed a demand for notice pursuant to Minnesota Statutes section 524.3-204.

2. Notice shall be given by publishing this Notice and Order as provided by law and by: Mailing a copy of this Notice and Order at least 14 days prior to the hearing date.

BY THE COURT

Dated: March 23, 2022

Anne Rasmusson
Judge of District Court

Dated:

Courtney Hauert

Court

Administrator

Attorney for Petitioner Name:
Donald Aandal

Firm: Rokke, Aandal and Associates
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: daandalralawoffice.com

WARREN CITY COUNCIL
PROCEEDINGS

MINUTES – Warren City Council
Regular Meeting March 15, 2022
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: John Golden, David Weber, Danny Omdahl, Mark Wimpfheimer, Jarod Peterson. Absent: Justin Buegler. Also present: Shannon Mortenson, Jeff Wohlers, Boone Maruska, Jarda Solc, Nancy Mattson, Jason Murray, 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 Golden to accept the agenda as presented. All in favor, Motion carried.

4. Approval of Minutes - Motion was made by Golden, second by Wimpfheimer to approve the minutes from the February 15 meeting, the March 1 and March 7 special meetings. All in favor, Motion carried.

5. Engineer's Report- Jarda Solc was given the floor. The three-year contract with AE2S was at the end date. This is an amendment to the contract for an additional three years for services. Motion was made by Golden, second by Omdahl to approve the amendment as presented. All in favor, Motion carried. The structural engineer is developing plans for more rooms at the Rec Center. The original Task Order #5 needs to be amended to cover the new scope of work. Motion was made by Golden, second by Peterson to approve the amendment to Task Order #5 as presented. All in favor, Motion carried. The award recommendations letters were reviewed for the 4th Street project and the McKinley bike path. Motion was made by Omdahl, second by Golden to approve Resolution #3152022-03 accepting the bike path bids, contingent upon the Office of Civil Rights approval and Marshall County, as presented. All in favor, Motion carried. Task Order #6 was presented to provide the scope on the McKinley shared use path. Motion was made by Golden, second by Peterson to approve Task Order #6 as presented. All in favor, Motion carried. Task Order #7 was presented to provide the scope of work for the 4th Street project. Motion was made by Omdahl, second by Peterson to approve Task Order #7 as presented. All in favor, Motion carried. A resolution is required with the PFA application stating the city is desiring PFA funding. PFA will loan for a majority of the project but \$200,000 will need to be bonded. Motion was made by Wimpfheimer, second by Golden to approve the resolution as presented. All in favor, Motion carried.

6. Working Supervisor Report-Jeff Wohlers was given the floor. The crew has been widening streets, cleaning out drainage ditches, scraping catch basins in preparation for the spring melt. Two water lines have frozen to residents' homes. They now have temporary lines. The sewer lines have froze from the city shop and the Rec Center. They have been thawed. Four staff went to water/wastewater school and completed the wastewater test. Illness has been going thru the public works which has left them short-handed most days.

7. Clerk's Report- Reviewed.

8. Treasurer's Report

a. January and February General Ledger –tabled.

b. Pay Bills –Motion was made by Wimpfheimer, second by Omdahl to pay the bills as presented with checks #45926-45988. All in favor, Motion carried.

9. Unfinished Business

a. Archive Social Proposal – tabled..

10. New Business

a. Resolution #03152022-01 Precinct and Polling Place – Since redistricting took place throughout the State, we are required to pass a resolution stating the precinct and polling place. Warren did not have any changes in the boundary redistricting. Motion was made by Golden, second by Wimpfheimer to approve the resolution as presented. All in favor, Motion carried.

b. Resolution #03152022-02 Local Control Zoning-a bill at the Capital would take away local control of zoning. The bill would implement zoning for the entire State. The

League of Minnesota Cities and the other city lobbying groups are using the resolutions to help say this is not a good move for cities. Motion was made by Omdahl, second by Weber to approve the resolution as presented. All in favor, Motion carried.

c. Gambling Permit–Motion was made by Weber, second by Wimpfheimer to approve the permit as presented. All in favor, Motion carried.

d. Overtime Report–Motion was made by Weber, second by Golden to approve the report as presented. All in favor, Motion carried.

e. Ageing Report –reviewed.

f. Josh Maurstad/Matt Linder Step Increase –Maurstad and Linder passed their wastewater tests and are being recommended for a step increase. Motion was made by Weber, second by Golden to approve step increases for Maurstad and Linder. All in favor, Motion carried.

g. Childcare Center/Sales Tax Language-Jason Murray was given the floor. Murray explained what happened with USDA funding. USDA had committed funds for the childcare center for 40 years. By statute, cities can only bond for 20 years. The USDA would not accept an EDA bond for 40 years. The application was with the city and USDA doesn't accept applications from EDAs anymore. The 20-year debt doubles the annual payment. Little Sprouts can only pay so much to lease the facility and city leaders have said the facility will not go on the property taxes. That leaves the only option to wait until after the local sales tax vote to see if the project can move forward. The local sales tax would cover the remainder of the bond payment after the lease payments are applied. Council needs to decide tonight as the contractor will only hold prices until March 17. Council consensus was to put the project on hold until after the November election to see the outcome of the local sales tax option. Last year, when the local sales tax option was approved by the State legislature it was written for \$1.6 million for 20 years of collection. Due to the increased costs, a piece of legislation has been drafted to increase the amount to \$2.8 Million over 35 years. The sales tax amendments were to be submitted by January 31. Since bids were opened February 17, standalone legislation needs to be introduced. Sen. Johnson will introduce and carry the bill thru the Senate. The House has finished their tax committee work so there is not a companion bill in the House. Mortenson is recommending hiring O'Rourke Strategic Consulting to lobby for the changes. The fee is reduced to \$8,000 and Cap is at the Capital every day. Motion was made by Golden, second by Omdahl to enter into a contract as presented with O'Rourke Strategic Consulting for \$8,000 to lobby for the change in collections for the local sales tax option. All in favor, Motion carried. The mayor suggested a new committee should be formed that includes city council, WEDA and Little Sprouts to continue to vet out the issues with the childcare facility and other items that arise. Council was asked to think about who would represent the council on this committee.

11. Committee Meetings: Public Works Committee met to discuss moving forward with heated rooms constructed at the Rec Center. There is money restricted for the Rec Center that has come from the Pony Boosters. It was suggested to have another community survey for uses in the Rec Center. It was discussed that there are many ideas but no one specific group will spearhead a project. The city will just need to forge ahead with development in the building. Costs will be presented to council at a later date. The Nordic lot is still having discussions on the use.

12. Future Agenda Item(s)-

13. Adjournment –Motion was made by Weber, second by Peterson to adjourn at 7:57 p.m. All in favor, Motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer

Mara Hanel
Mayor

BILLS

Active 911..... \$126.00

Aflac..... \$188.46

Alisa Olson	\$1,000.00
Argyle Buliders Supply	\$90.77
AT & T Mobility.....	\$378.11
Auto Value Warren	\$180.97
Banyon Data Systems, Inc.	\$2,570.00
Bert's Truck Equipment, Inc.....	\$33,661.92
Border States Electric Supply.....	\$592.53
Border States Electric Supply	\$1,063.63
Boxville Township.....	\$2,467.50
Bremer Bank - HAS	\$1,188.46
Bremer Bank	\$138,929.50
Bremer Bank	\$518.17
Bremer Bank	\$9,732.89
Brian Evin	\$200.00
Brian Evin	\$192.50
Cantaloupe Systems.....	\$7.99
Cantaloupe Systems.....	\$7.99
City of Warren	\$17,111.92
CNA Surety	\$100.00
Colonial Life - Post Tax	\$521.96
Connecting Point.....	\$1,255.00
Connecting Point.....	\$375.00
Connecting Point.....	\$6,410.00
Constellation New Energy..	\$4,216.74
Constellation New Energy..	\$4,216.74
Dearborn National	\$416.62
Don Aandal - Taralseth	\$2,250.00
Evans Scrap & Steel Inc.....	\$744.65
Evergreen 'N Ivy	\$85.00
Ewing Oil	\$13.89
Ewing Oil	\$53.41
Fastenal.....	\$59.40
Fastenal.....	\$96.87
Fastenal.....	\$40.48
Fastenal.....	\$12.18
Frontier.....	\$1,069.99
Gopher State One Call	\$1.35
Grand Forks Utility Billing	\$806.04
Groebsner & Associates, Inc. ..	\$684.40
Guardian Pest Control	\$614.42
Hardware Hank	\$506.91
Hawkins, Inc	\$2,289.76
HealthPartners	\$10,136.46
Interstate PowerSystems ...	\$2,596.48
Jeff Wohlers.....	\$481.46
Jeff Wohlers.....	\$300.00
Jeff Wohlers.....	\$300.00
Jet Stop, Inc	\$653.97
John Deere Financial	\$713.78
Josh Maurstad	\$192.50
JWP Properties	\$7,152.82
Kinetic Leasing	\$33,976.00
Landis+Gyr Technology, Inc..	\$802.33
Landis+Gyr Technology, Inc. ..	\$802.33
Lynette Sinn.....	\$250.00
Marco	\$633.11
Mar-Kit Sanitary Landfill	\$3,149.50
Marshall & Polk Rural Water...	\$17.88
Marshall County Cooperative	\$6,957.33
Matt Linder.....	\$192.50
Melodys Cafe.....	\$37.37
Mick's of Warren	\$193.17
MidContinent Communications	\$97.83
Minnesota Department of Comm.....	\$87.33
Minnesota Revenue.....	\$1,518.00
Minnesota Revenue.....	1,361.22
Minnesota Revenue.....	\$1,325.17
Minnesota Rural Water Assoc	\$637.20
Misselhorn Tiling & Excavate	\$1,750.00
MN Department of Health ..	\$1,721.00
MN Dept. of Human Services.....	\$8,073.80
M-R Sign Co., Inc.....	\$756.25
Municipal Gas Acquisition	\$88,268.70
NAPA Auto Parts - Crookston..	\$88.49
Nationwide	\$20.00
NCPERS Minnesota	\$16.00
Nelson International	\$2,709.06
Northdale Oil Inc	\$314.28
Northern Municipal Power	\$130,799.48
Northland Mat Company	\$179.50
Northwest Regional Development	\$5,429.00
Occupational Dev Center.....	\$448.50
Olson Underground, Inc.....	\$4,900.00
Patricia Fayette.....	\$1,850.00
Payment Service Network.....	\$99.95
Pera	\$5,154.16
Phil the Bulder LLC	\$440.00
PKM Electric Coop	\$1,348.00
Planet Technologies, Inc....	\$1,774.08
Purchase Power	\$2,015.00
Quill Corporation	\$132.40
Quill Corporation	\$94.75
Randy Engelstad	\$10,075.22
RMB Environmental Lab	\$50.00
Select Account	\$40.00
Sjoberg's Cable TV, Inc	\$132.19
Supermarket Foods	\$91.53
SWS Credit Services	\$10.00
SWS Credit Services	\$20.00
TASC	\$408.96
True Value - Warren	\$408.96
TSYS	\$249.00
United States Treasury	\$8,275.33
United States Treasury	\$8,420.24
USABlueBook.....	\$418.43
Verizon Connect.....	\$16.19
Verizon Wireless	\$82.44
Warren Auto Repair	\$919.51
Warren Sheaf.....	\$411.00
Waste Management.....	\$2,858.26

It is Ordered and Notice is given that on 5/10/2022, at 9:00 a.m. a hearing will be held in this Court at Marshall County District Court Warren, Minnesota, for the formal probate of an instrument purporting to be the will of the decedent dated 01/27/2000, and separate writing(s) under Minn. Stat. 524.2-513 ("Will"), and for the appointment of Price Jenkins, whose address is 266 S. Montana St., Warren, MN 56762 and Kimberly Jenkins, whose address is 16723 Center Ave N., Thief River Falls, MN 56701 as Co-Personal Representatives of the estate of the decedent in an unsupervised administration. Any objections to the petition must be filed with this Court prior to or at the hearing. If proper and if no objections are filed, the Co-Personal Representatives 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 Minn. Stat. 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: April 8, 2022

Corey Harbott
Judge of District Court

Courtney Hauert
Court Administrator

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

April 20, 27

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-22-84

In Re: Estate of
Lawrence William Gutterud,
Decedent

NOTICE AND ORDER OF
HEARING ON PETITION FOR
PROBATE OF WILL AND
APPOINTMENT OF
CO-PERSONAL
REPRESENTATIVES AND
NOTICE TO CREDITORS

It is Ordered and Notice is given that on May 9, 2022, at 8:30 o'clock a.m. a hearing will be held in this Court at Warren, Minnesota, for the formal probate of an instrument purporting to be the will of the decedent dated April 23, 2018, under Minn. Stat. 524.2-513 ("Will"), and for the appointment of **Terry Spear and Paul Spear**, whose address is 816 Laguyra Drive NE, Albuquerque, NM 87108, as co-personal representatives of the estate of the decedent in an unsupervised administration. Any objections to the petition must be filed with this Court prior to or at the hearing. If proper and if no objections are filed, the co-personal representatives 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 Minn. Stat. 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: April 6, 2022

Courtney Hauert
Court Administrator

Robert M. Albrecht,
Atty. License 138630
Brink Lawyers, P.A.
Attorneys for Petitioners
P.O. Box 790
Hallock, MN 56728
(218) 843-3686

WARREN CITY COUNCIL
PROCEEDINGS

MINUTES – Warren City Council
Regular Meeting March 29, 2022
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: John Golden, David Weber, Danny Omdahl, Justin Buegler, Jarod Peterson. Absent: Mark Wimpfheimer. Also present: Shannon Mortenson, Brent McMillan, Boone Maruska, Nancy Matson, Matt Linder, Scott Jorgenson, Jeremy Linnell, Josh Johnston, Ryan Houske. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

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

4. Approval of Minutes - Motion was made by Golden, second by Weber to approve the minutes from the March 15 meeting. All in favor, Motion carried.

5. Engineer’s Report- Boone Maruska was given the floor. The pre-construction meeting for the 4th St. project will be held on Tuesday, April 5 at 10 AM in the city office.

6. Operations Manager Report-Brent McMillan was given the floor. There have been frozen residential water lines in the past couple of weeks. There was also a water break by Frandsen Bank (which was still under warranty) and a break on North 5th St. by the bridge. Lighting upgrades are being completed at Warren Office Building and Westbridge Center.

7. Clerk’s Report- The utility billing clerk is out on medical leave. Remaining office staff have been learning the utility billing system and are confident bills will be out by April 1st. Mortenson inquired with the AgendaPacket company how much it would be to have access to more than three online agenda packets at a time. There are additional features that come with the upgraded program such as minute taking assistance and calendar for meetings. The annual cost is either \$2,500 for a lite version or \$5,000 for a community version. The packets are currently sent with a website link and a PDF file. Mayor Hanel felt that technology allows council members to save all packets easily. Councilmember Weber felt the public should be able to access all agendas packets. The past minutes with the applicable agenda are on the city website. If members of the public want more information, they can request. Consensus was it was not necessary to spend that amount of money each year. Councilmember Weber inquired if Mortenson had researched the Code Red system. Due to other needs in the office, it has not been executed. It is on the calendar to do list.

8. Treasurer’s Report

a. January and February General Ledger –tabled.

b. Pay Bills –Motion was made by Buegler, second by Weber to pay the bills as presented with checks #45993-46024. All in favor, Motion carried.

9. Unfinished Business

a. Archive Social Proposal – upon further research and phone calls inquiring on the need, it is not necessary to purchase the software to archive social media.

10. New Business

a. Fire Department Truck Proposal – Fire Chief Jeremy Linnell was given the floor. The department has found a used pumper/tanker truck from a company located in Fergus Falls, MN. The truck is located in Indiana. It will not be available until September. The other truck that was ordered for a retrofit is being considered for legal action. The proposed price is \$171,500. A new truck is over \$1 million. The truck will replace the 1968 and 1986 trucks in the fleet. Motion was made by Golden, second by Buegler to approve the purchase of the pumper/tanker for the fire department. All in favor, Motion carried.

b. Mobile Food Truck Policy-the policy was drafted to outline expectations going into the summer season. The fee schedule should be reviewed and altered to add charges for garbage/dumpster use. There also needs to be a better definition of excessive electric usage. Tabled to next meeting.

c. WAO Summer Recreation Agreement–there are not changes from previous years agreements and fee. Motion was made by

Buegler, second by Omdahl to approve the agreement as presented. All in favor, Motion carried.

d. Cemetery Bids– one proposal was received from Missy Hoeft and Karla Davy for \$11,500 for the season. This amount was the same as the previous caretaker was paid. An agreement will be drafted to cover the tasks with a liquidated damages clause. Dale Loeslie will be contacted to do the chemical application for weeds. Motion was made by Omdahl, second by Golden to approve the bid as presented. All in favor, Motion carried.

e. Shop Floor Drain Bids –the floor drain in the city shop has been deteriorating for a number of years. Staff have tried putting plates on the compromised areas and doing cement patch. Recently, we had a staff fall thru and complete a first report of injury. Prices were obtained to replace the drain. The concrete work was submitted by J & N Concrete Construction for \$9557.83. The drain price is \$8,798 which is from Slotdrain Systems. The total project cost is \$18,355.83. Motion was made by Golden, second by Weber to approve the project proposal as presented. All in favor, Motion carried.

f. Ryan Swanson Gas Full Certification –Swanson passed all the gas tests and is being recommended for a grade increase. Motion was made by Peterson, second by Weber to approve a grade increase for Ryan Swanson. All in favor, Motion carried.

11. Committee Meetings: Public Works Committee met to discuss the Nordic lot. There is a proposal from Northern Plains Property to purchase the lot for \$1,000 to develop the parcel into commercial property. The committee is recommending moving forward with the sale to Northern Plains Property. A resolution for the land sale will be added to next meeting agenda.

12. Future Agenda Item(s)-

13. Adjournment –Motion was made by Omdahl, second by Weber to adjourn at 7:53 p.m. All in favor, Motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer
Mara Hanel
Mayor

BILLS

AE2S	\$11,431.37
AFLAC	\$188.46
Alisa Olson	\$1,000.00
AT&T Mobility	\$350.95
Auto Value Warren	\$293.69
Border States Electric Supply	\$11.54
Bremer Bank - Cardmember Serv.....	\$5,310.30
Bremer Bank	\$518.17
Brian Evin	\$131.99
CNA Surety	\$100.00
Colonial Life - Post Tax	\$521.96
Core & Main.....	\$3,513.40
Dearborn National	\$208.31
Don Aandal - Taralseth	\$2,250.00
Energy Economics, Inc	\$410.76
Grand Forks Fire Equipment LLC.....	\$349.00
Groeber & Associates, Inc	\$97.19
Guardian Pest Control	\$522.80
HealthPartners	\$10,136.46
Jeff Wohlers	\$300.00
John Deere Financial	\$317.55
Keith's Security World	\$220.00
Lynette Sinn	\$250.00
MARCO	\$681.59
Matt Linder.....	\$200.00
Minnesota Revenue.....	\$1,251.91
MN-Office of Pipeline Safety....	\$77.65
Municipal Gas Acquisition	\$102,211.67
NAPA Supply of Warren.....	\$88.49
Nationwide.....	\$20.00
NCPERS Minnesota	\$16.00
Northwest Regional Library	\$5,429.00
NVHC Golf Tournament	\$200.00
O Rourke Strategic Consulting.....	\$4,000.00
Olson Underground	\$1,802.50
Patricia Fayette	\$1,850.00
PERA.....	\$4,797.06
Quick Print Office Supply.....	\$242.87
Quill.....	\$100.98
RMB Environmental Lab	\$50.00
RMB Environmental Lab	\$111.00
Sjoberg’s Cable TV, Inc	\$132.19
TASC	\$18.06
Town & Country P & H	\$375.75
United States Treasury	\$7,699.41
Ziegler, Inc.....	\$3,776.96
Ziegler, Inc.....	\$1,120.92

April 27 - May 4

STATE OF MINNESOTA
COUNTY OF MARSHALL

DISTRICT COURT
NINTH JUDICIAL DISTRICT
[PROBATE DIVISION]
Court File No.: 45-PR-22-100

In Re: Estate of
Eileen G. Frigard, Decedent

ORDER AND NOTICE OF HEARING
ON PETITION FOR
APPOINTMENT OF PERSONAL
REPRESENTATIVE IN
SUPERVISED ADMINISTRATION
AND NOTICE TO CREDITORS.

It is Ordered and Notice is given that on May 19, 2022 at 9:30 a.m. a hearing will be held in this Court at Warren, Minnesota, on a petition for the appointment of Becky Brodersen, 12762 330th Street NW, Newfolden, MN 56738, Cecelia Swenson, 38756 130th Avenue NE, Middle River, MN 56737 and Dawn Blank, 10997 290th Street NW, Newfolden, MN 56738, as personal representatives of the Decedent's estate in a supervised administration. Any objections to the petition must be raised at the hearing or filed with the Court prior to the hearing. If the petition is proper and no objections are filed or raised, the personal representative will be appointed with the full power to administer the Decedent's estate, including the power to collect all assets; pay all legal debts, claims, taxes, and expenses; sell real and personal property; and do all necessary acts for the Decedent's estate. Notice is further given that, subject to Minn. Stat. § 524.3-801, all creditors having claims against the Decedent's estate are required to present the claims to the personal representative or to the Court within four (4) months after the date of this notice or the claims will be barred.

BY THE COURT

Dated: 4/25/22

Corey Harbott
Judge of District Court

Dated: 4/25/22

Courtney Hauert
Court Administrator

Nathan Haase
Ihle Sparby & Haase PA
Attorney for Petitioner
312 North Main Ave.
Thief River Falls, MN 56701
(218) 681-7373
Att. Reg. No. 0395394

WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

REGULAR BOARD MEETING (Monday, March 14, 2022)

Opening
Information: Call to Order.
In attendance: Nikki Peterson - Chair; Sally Roller; Jeff Steer - Vice Chair; Mark Jones - Clerk; Marshall Westberg; Jordan Johnson; and Darby Boe- Treasurer.
Procedural: Pledge of Allegiance was spoken
Discussion: Open Forum no one spoke.
Approval of Minutes
Action, Minutes:Approval of Minutes February 14, 2022, Regular School Board Meeting
Recommended Action: Motion by: Roller Second by: Steer to approve the minutes of the February 14, 2022, Regular Meeting to include the following: CU
Approval of Agenda
Action, Procedural: Approval of Agenda
Recommended Action: Motion by: Steer Second by: Jones to approve the agenda as presented or amended to include the following:
1. Daby should be Darby. CU
Approval of Finances
Action, Reports: Approval of Finances
Recommended Action: Motion by:Boe Second by: Westberg to approve payment of the Bremer Credit Card in the amount of \$7,761.76; bills in the amount of \$316,478.71, checks #73623-73736; Void check amount \$4,863.75; wires in the amount of \$291,589.43; payroll in the amount of \$269,653.27; and student activity report. CU
Enrollment
Information, Reports:2021/22 Student Enrollment K-6 277; 7-12 224; Total 501
Reports
Reports: High School Principal Report
Monday, 3.14.2022 Staffing
1. Recommending Jane Strand for hire as an Ag Teacher to begin teaching the 22/23 school year
a. She also has a Work Based Learning license that will enable us to work with area businesses to get students high school credit in a work environment
b. Would like to add FFA to Master Agreement-Similar to when FACS was added
c. Also would like to have a 1 time budget to bolster the program-Similar to when FACS was added
2. High School Teachers for the 22/23 school year & beyond
a. Art, Special Education (2)
b. Edpost which we use to post our openings for free is surveying administrators about the potential of charging for their services
3. 1 Paraprofessional for the remainder of the 21/22 school year
4. Need subs-Especially para subs Events/Meetings
1. Spring Sports can start Monday, March 14
2. ICON Committee Meeting Thursday, March 17
3. WAO HS has not a COVID case since February 2
4. Started the year with 37 seniors
a. 34 currently
b. 1 dropped out in the Fall
c. 1 migrant student who will return
d. 1 has transferred
e. This makes our potential graduating class 35
i. 32 on track to graduate
ii. 3 have been given contracts and meet with to make sure they finish up
Great Things at WAO High School the past month
1. Basketball Seasons
a. Girls Basketball
i. Finished as Section 8A Runners-up
ii. As a team earned the Gold Academic level with an average 3.857 GPA
iii. Lily Bayne earned her 1,000th point
b. Boys Basketball
i. Boys season finished season with 20 wins on the year
ii. Gavin Gullikson & Tyson Mortimer earned their 1,000th point each
2. Wrestling
a. Owen Dvorak was a member of the TRF team that won the Consolation Championship at the Class AA State Tournament
3. Esports
a. The team of Aaron Kostrzewski, Austin Wittman, Jacob Cobb, and Kenny Johnson earned a berth to the in-person State Tournament in Grand Forks April 1-2.
Upcoming
1. Band Solo & Ensemble contest Wednesday, March 16 in TRF
2. End of Quarter 3 Friday, March 18
3. No School Monday, March 21
4. Practice ACT for 10th & 11th graders Thursday, March 24
5. 6th Grade Butter Braids delivered Thursday, March 24 at 2:45 PM
a. They did awesome selling
i. According to our vendor we broke last year's record sale by 271 pastries with 2 less sellers
b. Meet with Mr. Wall and Mr. Desrosier to discuss trip plans
i. Going back to traditional trip
ii. Friday, May 13-Twins game is on 6. ACT for 11th graders Tuesday, April 5
7. Meeting with staff to plan Summer School for students who will need and be asked to attend
a. Letters have been sent to parents inviting students in
b. Grades 6-8 Skill Building
c. Grades 9-11 Credit Recovery
Reports: Elementary Principal Report School Board Meeting - ELEMENTARY PRINCIPAL'S

REPORT What's Happening at WAO Elementary
● Recommending Kia True, Gabriella Delacruz, Priscilla Berlanga for hire as paraprofessionals in the Elementary.
● Three new 3-year-old special education students that have started within the last 3 months
● Two 4-year-old special education students who recently qualified for services and supports
● Staffing movement 22/23
● Ashley Vongroven - moving from 4th grade to 3rd grade
● Sara Larson - moving from 5th grade to 4th grade
● Open position - 5th grade
● Interviews being held Thursday, March 17th - currently scheduled to interview 4 candidates.
● Schedule work for the 22/23 school year has begun.
● Seeking staff input through a survey
● Working with Mr. Miska on the availability of specialist (music/gym) teachers
● Working with special education teachers to optimize times and services for special education students.
Open Positions for 21/22 School Year
● 5th Grade Elementary Classroom Teacher
● Substitute Teachers & Paraprofessionals
Upcoming Dates of Importance
● March 18th - End of Quarter 3
● March 25th - Report Cards will be mailed out
● April 8th - Quarter 3 Elementary Recognition Assembly
● April 20th-21st - MCA Reading
● April 26th-27th - MCA Math
● April 29th - 5th Grade Poetry & Punch (Parents/Families invites) - more info coming soon
● May 3rd-4th - MCA Science
● May 3rd-17th - MAP Testing
● May 18th - Elem Track & Field Day (May 23rd as a weather backup day)
● May 19th - 5th Grade Transition Day (Mr. Miska will send info home with students)
● May 20th - EMS Day
● May 26th - 5th Grade Graduation @ 1:30 PM
Reports: Superintendent Report March 14, 2022 Kirk Thorstenson Calendar / Storm Days info.
1. Wednesday, January 5
2. Tuesday, January 18
3. Tuesday, February 1
4. Friday, February 11
5. Friday, March 11 21/22 WAO Calendar
180 teacher days
+2 conferences comp. days 182 total Teacher Contract 178 teacher days
4 Snow Days built into the 21/22 calendar
Community & Family Growth and Engagement Weekly ICON community committee meetings
- Thursday evenings at 7PM
- posted so all board members can attend
- timeline handout
Finance & Facilities
Auditorium Seating - narrowing down design & color choices
- preliminary seat layout
- WAO Ed. Foundation donation solicitations IDEAS for Classrooms in 2022/23
- Buffalo/Hanover unit and move
- Satellite Shelters Inc. purchase & rental
- First Lutheran Church in Warren Purchasing procedures
- spending approval form
BB shot clocks / scoreboards in auditorium - handout
- reviewing at facilities committee
Staff Growth, Achievement & Support IDEA - 2 school board meetings per month
a. Business meeting w/motions (regular Monday, April 11)
b. Learning session w/discussion (new Monday, April 25) financial, facilities, QET, policy, technology, curriculum, etc. Technology position - interviews at end of month
Student Growth, Achievement & Support Student-to-teacher ratios "What is the appropriate number?" current WAO Elementary.
Pre- 14 (56 students / 4 sections)
K- 14.6 (44 students / 3 sections)
1- 15 (45 / 3)
2- 16.3 (49 / 3)
3- 16.5 (33 / 2)
4- 17.5 (35 / 2)
5- 19.5 (39 / 2)
Learning & Development Revenue FY 22 = \$128,323 Minnesota Statute 126C.12
"Revenue must be used to reduce and maintain the district's average class size in Kindergarten through grade 3 to a level of 17 to 1 on average in each of the respective grades."
Voluntary Pre-K Revenue FY 22 = \$156,089.60
23.20 formula children counted as 1.0 weight formula allowance FY 22 = \$6,728 Anticipated Preschool enrollment numbers:
22/23 - 43 students 23/24 - 48 to 52 students 24/25 - (?) 31 students
Reports: Board Committees
Steer- Community Ed met on the 2nd.
Jones- Tech met on the 2nd.
Overview of Tech training for custodial and para's. Presentation from FR Secure on Risk assessments.
Jones- Facilities-on the 16th, met with City of Warren looking to expand Rec Center and utilize space with school in mind. Talked about Vape Detectors for the school. Met with ICON received run through of facility assessment and

master plan in regards to timeline. Upcoming ICON meeting and minutes will be published to our own website in regards to the Community Meetings.
Johnson-ED Foundation Feb 16th Teachers Needs approved.
Discussion on golf outing on July 22nd. Memorials and donations approved. Thank you to all who have donated.
Peterson- QET met. Most of what they have talked about is covered in district business- snow days, calendar late starts, preschool 3 year old program.
Johnson noted school fund balance is healthy; would like to have facilities look at updating some areas sooner than later. Discussion was held.
Policy Reading
Information: NA First Reading of WAO District Policies
Information:NA Second Reading of WAO District Policies
Action (Consent):Adoption of WAO District Policies Recommended Action:
413.22.01 Harassment and Violence Policy Motion by: Jones
Second by: Roller
to approve policy 413.22.01 - Harassment and Violence.CU
_x Approved 7 yes
Not Approved 0 no
522.22.01 Student Sex Nondiscrimination Policy Motion by: Jones
Second by: Westberg
to approve policy 522.22.01 - Student Sex Non-Discrimination.CU
x_Aproved 7 yes
Not Approved 0 no
Personnel
Action: Hire - Jane Strand - Ag. Teacher
Recommended Action: Motion by: Johnson Second by: Boe to hire Jane Strand as BA Step 1 Ag Teacher for the 2022/2023 school year. CU
Action: Hire - Priscilla Berlanga - Paraprofessional
Recommended Action: Motion by:Roller Second by: Boe to approve Priscilla Berlanga as a paraprofessional step 1 training for the remaining 2021/2022 school year. CU
Action: Hire - Gabriella Delacruz - Paraprofessional
Recommended Action: Motion by:- Jones Second by: Roller to hire Gabriella Delacruz as an Elementary Paraprofessional, at Step 1 Training in the Support Staff Handbook for the 2021/2022 school year. CU
Action: Hire - Kia True - Paraprofessional
Recommended Action: Motion by: Steer Second by: Westberg to hire Kia True as Elementary Paraprofessional, at Step 4 Training of the Support Staff Handbook for the 2021/2022 school year. Cu
Action: Hire - Bob Miller Long Term Sub
Recommended Action: Motion by: Boe Second by: Steer to approve Bob Miller as Long Term Sub for Mrs. Dana Larson (4th grade) with anticipated start date of April 13, 2022 to end of the school year. CU
District Business
Presentation: Community Ed. - Summer School Age Care
Kelsey Deschene gave a presentation on the new Summer Adventures School Age Care Program. Dates, transportation, classes, activities, staffing, and cost.
Action: State FCCLA Competition - Overnight Stay
Motion by: Westberg Second by: Boe to approve the overnight stay(s) for the FCCLA State Championship April 6-9. CU
Discussion: Discussion - Certificate of Deposit
Maturity of CD is 4/13/22. At the next board meeting action to select term, rate and amount of CD.
Action: 3yo. Preschool Programming 2022/23
Recommended Action: Elementary Principal Kelsey Johnson will present information recommending a change to our current Three Year Old Student's Preschool programming for the 2022/23 school year.
Motion by: Jones Second by: Westberg to implement the changes to Preschool programming as presented for the 22/23 school year. CU
Discussion: Discussion - Snow Days 2021/22
Storm Days used for the 2021/22 school day is 5 used; 4 storm days were built into calendar. Will need to have a make up day. Action: Make up storm day
Recommended Action: Motion by: Boe Second by: Westberg to use make up snow day on April 18th, 2022. CU
Discussion: Discussion - Calendar Late Starts in 22/23 & 23/24
Discussion regarding the creation of the 22/23 & 23/24 district calendar with late starts/ early outs. more opportunities to have staff training; in addition to the current training days. Staff Development.
Action: Grant child Care Leave
Recommended Action: Motion by: Steer Second by: Johnson to grant Tim Desrosier Child Care leave for the remainder of the 2021/22 school year. Leave to begin Monday, March 28, 2022 and end Friday, June 3. (approx. 10 wks.) CU
Discussion: Discussion - 2 Board Meetings per month
Ideas for discussion will be shared by Board Chair Nikki Peterson & Kirk T. 2 Board Meetings per month

Working session every 8 weeks.
Discussion on what the board would like to do.
Action: Resignation - Todd Mortimer, Activities Director
Recommended Action: Motion by: Boe Second by: Roller to approve the the resignation of Todd Mortimer as Activities Director, effective June 3, 2022. CU
Important Dates
Information: March Communication & Events
March:
14 - Softball: Girls Varsity 1st Day of Practice 15 - BBB Section Semi-Finals at REA
16 - Instrumental Solos & Ensembles in TRF
17- ICON Community Committee mtg @ 7:00 PM
18 - BBB Section Finals at REA
End of Quarter 3
21 - No School - Conferences comp. Adjourn
Action: Adjourn. Next Meeting will be April 11th, 2022 at 7:00 pm in the H.S. Multipurpose room.
Recommended Action: Motion to adjourn at 9:39pm: Motion by: Roller Second by: Boe Next Meeting will be April 11, 2022 at 7:00pm in the H.S. Multipurpose room. CU