

WARREN CITY COUNCIL PROCEEDINGS

MINUTES – Warren City Council Regular Meeting July 11, 2023

Call to Order

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

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

4. Approval of Minutes –Motion was made by Wimpfheimer, second by Erickson to approve the minutes from the June 27 meeting. All in favor, Motion carried.

5. Engineer's Report- Jarda Solc was given the floor to update on the McKinley path. The deadline is Saturday, July 15. The path is being prepped for asphalt this week. The asphalt is a different grade than was spec'd but it is from a DOT project in the county. There will be a deduct of \$5.00 per ton. Council consensus was to approve the different grade of asphalt. The change order for \$8000 for putting rip rap around the culvert was based on 60 cubic yards of rip rap at \$120/cubic yard with additional labor. Council tabled the change order. Discussion took place on the drainage on McKinley and the uneven curbs. The project is a pedestrian path not a street improvement project so the existing curb was used. Some areas were replaced which will help with the drainage. The culvert is full of debris which Taggart will clean out.

6. Operations Manager Report- McMillan was given the floor. The water tower inspection was completed today. It was very clean for the age of the tower. City preparations for the fair week are taking place. Curbs are being painted including South Montana. There are supply chain issues with electric items. Some electric projects have been set aside due to no available parts or connectors.

7. Clerk's Report- Mortenson updated council on the childcare project. There was a construction meeting held this morning. The building does need to be moved to the south to avoid utility lines. The architect is looking at the parking lot approaches to be sure we don't have to redo the parking lot design. The submittal to DEED for the grant funding of \$210,000 will be done in July. The soil survey results were presented, and the area needs to be excavated and engineered fill brought in.

8. Treasurer's Report

a. May and June General Ledger- reviewed.

b. Pay Bills – Motion was made by Carl, second by Omdahl to pay bills with check #47673 – 47727 and approve the ledgers. All in favor, Motion carried.

9. Unfinished Business

a. Resolution #06132023-01 Land Sale- tabled due to absent members.

10. New Business

a. Resolution #7112023-01 Donation- Motion was made by Peterson, second by Erickson to approve the resolution as presented and accept the \$100 donation to the pool. All in favor, Motion carried.

b. Overtime Report- Motion was made by Carl, second by Erickson to approve the report as presented. All in favor, Motion carried.

c. Ageing Report – reviewed.

d. Short Term Transfer to NSM-North Star Manor had three payrolls in June. Their payment for residents is not deposited until the 20th of the month. To meet the first July payroll, they need \$100,000 this week. It will be paid back when the Federal payments are received. The census has been over 40 and cash flow has been in the black it is just the stress of the three pay periods in one month. Motion was made by Peterson, second by Omdahl to approve the loan of \$100,000 to North Star Manor. All in favor, Motion carried.

11. Committee Meetings: The Public Works Committee met to discuss the softball fields. WAO School

District would like to take over the fields and do upgrades. They would like to consider a 50-year lease similar to the Rec Center one. The committee would like to have infrastructure changes approved prior, maintain standards year around, building maintenance would be the city's responsibility on the outside, summer adult leagues can use the fields, mutually terminate agreement and hold harmless clause. Consensus was to move forward with a lease agreement which will need council approval. The Finance and Human Relations Committee met to discuss future staffing needs. Nothing was brought forward as it was a conceptual meeting.

12. Future Agenda Item(s)-
13. Adjournment –Motion was made by Erickson, second by Omdahl to adjourn at 7:48 p.m. All in favor, Motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer
Travis Carl
Mayor

BILLS

Acme Tools - Grand Forks	\$399.50
AFLAC	\$277.40
Argyle Builders Supply	\$277.92
Bazey Construction	\$12,760.00
Border States Electric Supply	\$239.68
Border States Electric Supply	\$-1,440.93
Border States Electric Supply	\$121.24
Border States Electric Supply	\$146.32
Border States Electric Supply	\$386.07
Border States Electric Supply	\$10,399.57
Bremer Bank	\$9,732.89
Christina Szklarski	\$20.58
CHS Ag Services, Inc.	\$725.18
City of Warren Campground	\$200.00
City of Warren	\$12,029.90
Colepapers, Inc.	\$241.95
Colonial Life - Post Tax	\$465.70
Connecting Point	\$1,321.00
Connecting Point	\$1,101.46
Dakota Mailing & Shipping Eq.	\$198.00
Dearborn National	\$211.60
Derek Delisle	\$200.00
Electric Pump, Inc.	\$954.00
First Independent Bank	\$4,120.00
FirstNet	\$337.41
Frontier	\$1,287.47
Garden Valley Telephone	\$316.49
Gopher State One Call	\$37.81
Gornowicz Construction, LLC	\$24,000.00
Grand Forks Utility Billing	\$1,349.69
Greg Nufnagle	\$20,856.46
Guardian Pest Control	\$122.46
Hamm's Repair	\$274.88
Hawkins, Inc	\$1,214.29
HealthPartners	\$10,791.17
Hildi Inc	\$2,550.00
Irby Tool & Safety	\$14,205.71
Jeff Wohlers	\$300.00
JMS Motorsports	\$998.32
M&K Porta Potties	\$550.00
Mar-Kit Sanitary Landfill	\$4,009.00
Marshall & Polk Rural Water	\$25.03
Marshall County Cooperative	\$4,076.80
Marshall County Highway Dept	\$17,948.02
MN Dept. of Human Services	\$8,984.25
Nationwide	\$20.00
Northdale Oil Inc	\$117.19
Northern Fire Equipment	\$2,182.35
Northern Minnesota Mosquito Control	\$9,900.00
Northern Municipal Power	\$125,694.03
Northland Mat Company	\$179.50
Northland Trust Services, Inc.	\$7,120.00
Northwest Oil	\$620.21
Occupational Dev Center	\$527.41
Payment Service Network	\$99.95
PERA	\$5,357.87
PKM Electric Coop	\$1,628.00
Purchase Power	\$4,003.69
Quill Corporation	\$140.95
RDO Equipment Company	\$563.20
Shannon Mortenson	\$353.70
Sjoberg's Cable TV, Inc	\$132.22
Star Energy Services	\$200.00
Supermarket Foods	\$110.53
Svens Under Car Shop	\$107.71
SWS Credit Services	\$79.86
Team Laboratory Chemical, LLC	\$447.00
True Value-Warren	\$515.88
TSYS	\$663.51
United States Treasury	\$13,668.22
Verizon Wireless (AMI)	\$37.52
Warren Auto Repair	\$321.10
Warren Fire Fighters Relief	\$3,600.00
Warren Sheaf	\$1,202.50
Waste Management	\$2,956.52

August 9, 16

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: **Lawrence Waldo Friesen**

PRINCIPAL PLACE OF BUSINESS: **Suite 703, 554 W. Rollette St., Pembina, ND 58271**

NAMEHOLDER(S):

Name(s): Lawrence W Friesen, Lawrence Friesen

Address: Ste 170, 210-1600 Kenaston Blvd., Winnipeg, MB R3P 0Y4

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 supercedes 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: Lawrence Waldo Friesen

MAILING ADDRESS: Suite 703, 554 W. Rolette St., Pembina, ND 58271
EMAIL FOR OFFICIAL NOTICES: lawfreezone2@gmail.com

August 9, 16

Office of the Minnesota Secretary of State Certificate of Assumed Name Minnesota Statutes, Chapter 333

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EXACT ASSUMED NAME UNDER WHICH THE BUSINESS IS OR WILL BE CONDUCTED: **Bernie Gordon Kleiber**

PRINCIPAL PLACE OF BUSINESS: **Suite 703, 554 W. Rollette St., Pembina, ND 58271**

NAMEHOLDER(S):

Name(s): Bernie Kleiber
Address: Suite 703, 554 W. Rollette St., Pembina, ND 58271

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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: Bernie Gordon Kleiber, trustee

MAILING ADDRESS: Suite 703, 554 W. Rolette St., Pembina, ND 58271
EMAIL FOR OFFICIAL NOTICES: berniekleiber@gmail.com

August 9, 16

Office of the Minnesota Secretary of State Certificate of Assumed Name Minnesota Statutes, Chapter 333

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EXACT ASSUMED NAME UNDER WHICH THE BUSINESS IS OR WILL BE CONDUCTED: **Beverley Anne Kleiber**

PRINCIPAL PLACE OF BUSINESS: **Suite 703, 554 W. Rollette St., Pembina, ND 58271**

NAMEHOLDER(S):

Name(s): Bev Kleiber
Address: Suite 703, 554 W. Rollette St., Pembina, ND 58271

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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: Beverley Anne Kleiber, trustee

MAILING ADDRESS: Suite 703, 554 W. Rolette St., Pembina, ND 58271
EMAIL FOR OFFICIAL NOTICES: kleiberbev@gmail.com

August 16, 23

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-23-175

NOTICE AND ORDER OF HEARING ON PETITION FOR FORMAL ADJUDICATION OF INTESTACY, DETERMINATION OF HEIRSHIP, APPOINTMENT OF PERSONAL REPRESENTATIVE AND NOTICE TO CREDITORS (ANCILLARY PROCEEDING)

Estate of David Allen Erickson, Decedent

It is Ordered and Notice is given that on 9/7/2023, at 9:30 a.m., a hearing will be held in this Court at 208 East Colvin, Warren, Minnesota, for the adjudication of intestacy and determination of heirship of the Decedent, and for the appointment of Timothy D Erickson, whose address is 3669 Okerstrom Road, Hermantown, Minnesota, 55811 as Personal Representative of the Estate of the Decedent in an UNSUPERVISED administration. Any objection 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 assets of the Estate in Minnesota, including the power to collect all assets, pay all legal debts, claims, taxes and expenses, and sell real and personal property, and 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.

Dated: August 7, 2023

/s/ _____ Anne
Rasmusson
Judge of District Court

/s/ _____
Courtney Hauert
Court Administrator Deputy

Attorney for Petitioner
Benjamin Kaasa
Benjamin Kaasa Law Office, PLLC
11 East Superior Street, Suite 553
Duluth, MN, 55802
Attorney License No: 390525
Telephone: (218) 464-3397
FAX: (218) 625-2201
Email: bck@duluthfamilylawyer.com

WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

REGULAR BOARD MEETING July 10, 2023 Opening

Procedural:
Call to Order at 7pm.
In Attendance: Nikki Peterson-Chair; Sally Roller-Vice Chair; Jordan Johnson-Director; Marshall Westberg-Director, Darby Boe Treasurer, Ashley Reinier- Director.
Absent:
Mark Jones-Clerk
Procedural:
Pledge of Allegiance was spoken
Discussion:
Open Forum no one spoke.
Approval of Minutes
Action, Minutes:
Approval of Regular Meeting June 12, 2023; Special Meeting June 5, 2023; Work Session June 5, 2023; Special Meeting June 28, 2023.
Recommended Action: Motion by: Boe Second by: Westberg to approve the minutes of the Regular Meeting June 12, 2023; Special Meeting June 5, 2023; Work Session June 5, 2023; Special Meeting June 28, 2023. MC
Approval of Agenda
Action, Procedural:
Approval of Agenda
Recommended Action: Motion by: Roller Second by: Reinier to approve the agenda as presented or amended to include the following: MC
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 \$9,564.67; bills in the amount of \$208,601.23, checks #75142-75219; wires in the amount of \$283,176.72; payroll in the amount of \$130,480.35; and student activity report. MC
Enrollment
Information, Reports:
(NA) 2022/23 Student Enrollment
Reports
Reports:
High School Principal Report
Monday, 7.10.2023
Staffing 1. High School Staffing Needs for 23/24 school year & beyond
a. Math Teacher
b. Trade and Industry Teacher
c. Full Time Substitute
d. Assistant Football Coach
e. Assistant Girls Basketball Coach
f. Prom Advisor
Events/Meetings
1. Summer School wrapped up
2. Meet with Melody Olstad from UND (Teacher Education Officer)
3. Pre-registered Students for 23/24 school year with block schedule
4. This summer
a. HS Handbook-Met today from 9 AM to Noon
b. HS QET-July 11 from 1 PM to 4 PM
c. WBWF/Curriculum-August 9 1 PM to 4 PM
Great Things at WAO High School the Past Month
1. All the work the Custodial Staff is doing
2. FCCLA Nationals
Upcoming
1. Ed Foundation Tours on Saturday, July 22
2. ASEC Principals Meeting August 15 9 AM to 3 PM
3. School Registration August 16
4. NWSC Paraprofessional Training August 24
5. Inservice Days August 29-31
6. First Day of 23/24 School year September 5
Reports:
Elementary Principal Report
July 10th, 2023 School Board Meeting - ELEMENTARY PRINCIPAL'S REPORT
What's Happening at WAO Elementary
• Summer School & ESY
• Elementary Summer School June session wrapped up. It was a great opportunity to help support some of our students throughout the summer months. We will continue to extend opportunities for summer school during our August session. Mrs. Ranstrom and Mrs. Nybowill teach once again and host two groups of students.
• Becky Schmidt, our newest special education teacher, and SLP Nora Laymon will host ESY services for two of our special education students. This is a different approach to programming for these students and we are thrilled to be able to offer them appropriate summer support in the month of August.
• ADSIS
• We are set up to support students in our intervention services next year to a degree we have not been able to before. Mrs. Hanson and Mrs. Ranstrom will support literacy intervention in a multi-tiered system of support along with Jodi Becks, the paraprofessional selected to support literacy instruction through our ADSIS grant. Mrs. Hanson and Mrs. Becks will be using a curriculum called SPIRE and Mrs. Ranstrom will continue to service our highest level of support in a 1:1 setting whenever possible.
• In Math, we are excited to have Ashley Vongroven as our new math intervention teacher. She will be using the Bridges Intervention curriculum which branches off of our current curriculum. Many districts use Bridges Intervention (even those that don't have Bridges as their core curriculum) and have found great success for their students. Blanca Gonzalez was the paraprofessional selected to support math instruction through our ADSIS grant.
• We will continue to inform the board as we move forward with the programming!
• Fastbridge Screening and Assessment Tool
• We are thrilled that we have moved towards the use of Fastbridge as our core assessment tool for the 23/24 school year and beyond. Past in legislation was the READ Act that stipulates only two specific screening tools for grades K-2 starting THIS YEAR! We are thankful that we were progressive in this transition during the spring as Fastbridge is one of the two screening tools approved. We are moving in the right direction to continue to be compliant with MDE and state law in the area of literacy.
• There will be many more pieces that follow the passing of the READ Act. As we learn and gain more insights we will share more with the staff and school board. More info can be found at <https://education.mn.gov/MDE/dse/READ/>
Staffing
• Seeking the following positions for the 23/24 school year:
• 1st Grade Classroom Teacher - We continue

to seek applicants for this position - no applicants at this time.
• Full-time Paraprofessionals
• Subs - Teachers & Paraprofessionals
Upcoming Dates of Importance
July 31st - August 17th - WAO Elementary Summer School Session #2 (M-Th | 8:00-11:30 AM)
August 1st - Elementary QET Meeting @ 9:00 AM (will meet again August 3rd @ 9AM if more time is needed)
August 2nd - Mrs. Johnson in Bemidji for MESPA Discipline PD - Focused on new legislation
August 3rd - District QET @ 1:00 PM
August 7th - WAO School Board Work Session @ 7:00 PM
August 9th - World's Best Workforce/Curriculum Committee Meeting @ 1:00 PM
August 14th - WAO School Board Meeting @ 7:00 PM
August 16th - WAO Registration Day
August 22nd - NEW Elementary Teacher Training
August 29th-September 1st - WAO 23/24 Staff Inservice
August 30th - Open House (Time TBD)
Reports:
Superintendent Report
July 10, 2023
Finance & Facilities
a. Modular classroom:
• update & cost document - as of 7/7/23
• attached in public files
b. Ehlers construction budget
• attached in public files
c. ICON & Donlar costs - as of 7/10/23
• attached in public files
d. WAO breakfast/lunch overdue accounts - Missy Jones
Reports:
Board Committees
Reports:
Activities Report
From the Activity Director's Desk 7/6/2023 One Friday, June 2 the section track meet was held in Roseau. The athletes competed very well. The following advanced to the state meet held in Albertville on June 8 & 9. From SAC the following advanced, Eva Langen in the long jump, Ayla Woinarowicz in 4X800, and Annika Adolphson in 400m. From WAO Annie Peterson, Jorie Miska, and Natalie Peterson advanced in the 4X800, Hannah Pederson advanced in the triple jump and 300 hurdles and placed 8th and 2nd respectively, Nate Sedlacek in the 400 and Tyson Mortimer in the Pole Vault where he placed 3rd. Hats off to the coaches and a special shout out to Ben Miska and Gary Kotts being named Section 8A Girls Track Coaches of the year!
The Football Schedule for 2023 and for 2024 has been set by District 9-West and approved by the MSHSL executive committee. The Ponies will play the following teams for the next two years; Rothsay, SAC, Fertile, GG, WEM, N-F, KCC and BGMR. This fall's Homecoming football game will be Oct. 6 vs the Northern Freeze. Coronation will be Monday Oct. 2.
West Marshall Fusion track team advanced 9 athletes to the state meet held in Albertville, June 8 and 9. WAO Clay target team had 15 kids and 2 adults attend the WORLD'S LARGEST shooting sport event held in Alexandria, MN. 5 competed on the varsity level, 6 on the JV level, and 4 on the novice level. We had no participants advance to the MSHSL tournament.
\$19,000 of the \$29,000 worth of athletic equipment donated by the booster club has been ordered. The remaining \$10,000 will be ordered mid July.
I'd like to acknowledge Kelsey Deschene and Denelle Narlock for managing the HS Instagram and Facebook sites. They do an amazing job telling our school's story and promoting our athletic achievements. They usually are posting after school hours and on weekends.
Each morning I check into the weight room. Coach Wang and Coach Stene are having great results in terms of participation and athletic gains this summer. On Tuesday when I stopped in there were 12 students in the weight room. 23 students participating in speed and agility and the auditorium was full of volleyball players. Our boys and girls basketball teams and volleyball teams are playing league basketball and the programs have organized camps and organized workouts through out the summer. Through June 28 24 out of 35 9th -12th grade football players have lifted 3 or more days each week. Our athletes are putting in quality time in the gyms, track, and weight room. Hopefully it continues after the no contact period.
Cheer team has placed an order for new uniforms for next year. We have a rotation set for ordering uniforms. Most of the money for uniforms comes from concession profits.
The main gym floor has been resurfaced. Respectfully submitted,
Tony Gullikson
Policy Reading
Information:
(NA) First Reading of WAO District Policies
Information:
Second Reading of WAO District Policies
Second Reading of District Policies:
507.23.01 - Corporal Punishment
508.23.01 - Extended School Year for Certain Students with IEPs
509.23.01 - Enrollment of Non-Resident Students
State & National Competitions policy
Action (Consent):
Adoption of WAO District Policies
Recommended Action: Motion by:Roller Second by:Boe to accept the 504.23.01 - Student Dress and Appearance
504.23.01 - Student Dress and Appearance
Roll Call Vote
Johnson-aye
Peterson-aye
Roller-aye
Reinier-Aye
Boe-Aye
Westberg did not vote
Jones was absent.
Personnel
Action:
Hire - Jim Ranstrom - Elementary Custodian
Recommended Action: Motion by:Boe Second by: Johnson to hire Jim Ranstrom as Elementary Custodian at step 11 of the Support Staff Handbook. MC
District Business
Action:

2023-24 Fuel Bids
Recommended Action: Motion by:Johnson
Second by:Reinier to accept Marshall Co.
Co-op fuel bid 23-24 cost to district below pump price:-\$0.14
Action:
Tenured Staff Seniority List (updated)
Recommended Action: Motion by:Boe Second by:Roller to approve the Tenured Staff Seniority List. MC
Action:
MSDLAF Investment maturity & renewal
Recommended Action: Motion by:Boe Second by:Johnson to approve invest the maturity value of the MSDLAF at 180 days at the current rate of 5.58%. MC
Action, Discussion:
Approve 10 Year LTFM budget & expenditures for FY25
Recommended Action: Motion by:Johnson
Second by:Boe to approve the 10 Year LTFM budget & expenditures for FY25
Roll Call vote.
Johnson-aye
Peterson-aye
Roller-aye
Reinier-Aye
Boe-Aye
Westberg did not vote
Jones was absent.
Action, Procedural:
2023-24 Fee Schedule
Recommended Action: motion:Boe second:Reinier to approve Fee Schedule for FY24. MC
Action, Information:
Approve WAO Boosters donation
Recommended Action: Motion by:Johnson
Second by:Roller to approve the donation of \$40,000 from the WAO Sports Boosters for the Athletic Department. Thank you! M.C.
Action, Information:
Approve FCCLA donation
Recommended Action: Motion by:Roller Second by:Reinier to approve the donation of \$400 from Damon and Ashley Stroble for the FCCLA program. Thank you! M.C.
Action, Information:
Approve FFA donation
Recommended Action: Motion by: Johnson
Second by: Boe to approve the donation of \$500 from the Warren Jaycees for the FFA program. Thank you! MC
Action, Information:
Approve Track Team donation
Recommended Action: Motion by: Boe Second by:Reinier to approve the donation of \$750 from Family Chiropractic for the Track program. Thank you! MC
Important Dates
Information:
Communication & Events
July
10 - Negotiations mtg. @ 5:00 p.m.
Regular School Board mtg. @ 7:00 p.m.
12 - Steering Committee mtg. @ 12:00 p.m.
14 - Facilities Committee mtg. @ 7:00 a.m.
17 - Negotiations Committee mtg. @ 5:30 p.m.
19 - WAO Ed. Foundation mtg. @ 5:30 p.m.
21 - WAO Ed. Foundation Golf Scramble
24 - Negotiations Committee mtg. @ 5:30 p.m.
31 - Negotiations Committee mtg. @ 5:30 p.m.
Adjourn
Action:
Adjourn. Next Work Session Meeting will be August 7, 2022 at 7:00 pm in the H.S.
Multipurpose room.
Recommended Action: adjourn at:8:59pm

**Work Session Meeting
Monday, August 7, 2023**
Information:
CALL TO ORDER @ 7pm.
In Attendance: Nikki Peterson-Chair; Sally Roller-Vice Chair; Mark Jones-Clerk; Jordan Johnson-Director; Marshall Westberg-Director, Darby Boe Treasurer, Ashley Reinier- Director.
Action: P
LEDGE OF ALLEGIANCE was spoken.
Action:
APPROVAL OF AGENDA
Recommended Action: Motion by:Boe Second by:Westberg to approve the agenda as presented or amended to include the following: MC
Discussion, Information
DISCUSSION: UNPAID LUNCH/ACCOUNT CHARGES
Superintendent Kirk Thorstenson gave a presentation with handouts. Discussion was held.
Discussion, Information:
DISCUSSION: SNOW REMOVAL RFP
Superintendent Kirk Thorstenson gave a presentation with handouts. Discussion was held.
Discussion, Information:
DISCUSSION: Architect Contract
Superintendent Kirk Thorstenson gave an update on the contract in process with ICON. Discussion was held.
Discussion, Information:
DISCUSSION: H.S. Mathematics
Principal Ben Miska gave an update on the High School Mathematics class for the FY 23/24 school year.
Discussion was held.
Action, Procedural:
CLOSED MEETING: Staff Negotiations.
Recommended Action: Motion by: Boe Second by: Roller to close the meeting. Meeting closed at 8:25pm. Motion by: Westberg Second by:Boe to open the meeting at 9:41pm
Action:
ADJOURN- NEXT REGULAR SCHOOL BOARD MEETING WILL BE Monday August 14th, 2023 AT 7:00PM IN THE WAO HIGH SCHOOL MULTIPURPOSE ROOM
Recommended Action: Motion by:Jones Second by:Roller to adjourn at 9:42 pm.

WARREN CITY COUNCIL PROCEEDINGS

MINUTES – Warren City Council Regular Meeting July 25, 2023

Call to Order

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Travis Carl presiding. Council members present: Danny Omdahl, Mark Wimpfheimer, Justin Buegler, David Weber. Absent: David Erickson, Jarod Peterson. Also present: Shannon Mortenson, Brent McMillan, Matt Linder, Jarda Solc, Nancy Mattson, Jim Trojanowski, Marty Seifert. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. Approval of Agenda- Motion was made by Buegler, 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 11 meeting. All in favor, Motion carried.

5. Engineer's Report- Jarda Solc was given the floor to update on the McKinley path. The path has asphalt and the sides have been graded and seeded!! The only item left is placement of the street signs. The Gopher One call has been submitted so signs cannot be erected until later in the week. A field decision was made to do grass along the path rather than 2 feet of Class 5 gravel. Solc recommended the approval of the change order since the project is nearly complete. Motion was made by Buegler, second by Wimpfheimer to approve the change order as presented. All in favor, Motion carried.

6. Working Supervisor Report- McMillan was given the floor. Staff have spent the month getting the city ready for the fair. InControl has been updating the SCADA system. The lift stations went online last week; the water facilities will be online later this week. Mayor Carl reported that garbage cans need to be at the Holiday Park during the Car Show next year.

7. Clerk's Report- Mortenson updated council on the childcare project. There was a construction meeting held this morning. All the items for the building movement have been addressed. Zavoral should be on site later this week to begin excavation and foundation prep.

8. Treasurer's Report

a. Pay Bills – Motion was made by Wimpfheimer, second by Buegler to pay bills with check #47735 – 47775. All in favor, Motion carried.

9. Unfinished Business

a. Resolution #06132023-01 Land Sale- tabled due to absent members.

10. New Business

a. Marty Seifert: Coalition of Greater MN Cities- Seifert was given the floor. He updated the council on the legislative session and the new funds that will be distributed to cities. There is an increase in LGA and new dollars for transportation. There is also one time money for public safety.

b. Jim Trojanowski: NW Regional Library-Trojanowski was given the floor. Data was presented on the budget numbers and contributions from cities and counties. He requested a 3% increase for 2024. Looking at the area cities amounts; council consensus was to try budget for \$20,000 in 2024 to match cities of like size and their contribution.

c. Personnel Policy – there were a lot of new laws passed which needed to be included in the policy manual. All the items added correspond with the State law. Motion was made by Wimpfheimer, second by Omdahl to approve the personnel policy as presented. All in favor, Motion carried.

d. EV Charger-the city has been trying for years to obtain grant funding for an EV charger. NMPA now has a \$10,000 grant for member cities to purchase a charger. The quote from Zef Energy is \$12,896.34. The electric fund would be able to pay the amount over the \$10,000. Motion was made by Omdahl, second by Buegler to approve the purchase of an EV charger utilizing the NMPA grant funds. All in favor, Motion carried.

e. Transient License: 1-7 days

Letty's Taco Truck- Motion was made by Wimpfheimer, second by Weber to approve the license as presented. All in favor, Motion carried.

f. Street Coating-Marshall County is testing a new product to replace chipseal. Wohlers contacted the company, and the proposal is to do four streets with varied ages of asphalt. This will be done at a reduced cost of \$29,000. Mortenson said the new transportation funding would cover this amount as it was not budgeted. Motion was made by Omdahl, second by Wimpfheimer to approve the quote as presented. All in favor, Motion carried.

g. Certify Relief Association

Schedules- Motion was made by

Omdahl, second by Weber to certify the schedule that no municipal contribution is required. All in favor, Wimpfheimer abstained. Motion carried.

h. Resolution #7252023-01

GroWarren Donation- Motion was made by Buegler, second by Wimpfheimer to accept the resolution as presented. All in favor, Motion carried.

11. Committee Meetings: The Finance and Human Relations Committee met to discuss posting internally for an electric apprentice and reviewing the wage scale for the position. The city does need to start looking at the movement of institutional knowledge and getting people trained in for various positions. Motion was made by Buegler, second by Omdahl to approve the wage scale and post the apprentice lineman position internally. All in favor, Motion carried.

12. Future Agenda Item(s)-

13. Adjournment –Motion was made by Wimpfheimer, second by Weber to adjourn at 8:21 p.m. All in favor, Motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer
Travis Carl
Mayor

BILLS

Acme Tools - Grand Forks	\$179.00
Alexis Kittleson	\$71.58
Ann Teigen.....	\$.03
Border States Electric Supply	\$395.05
Border States Electric Supply	\$2,532.43
Bremer Bank - HSA	\$1,456.42
Bremer Bank - Cardmember Serv.....	\$1,833.57
Bremer Bank	\$518.17
Bulldog Designs	\$200.00
Christina Szklarski	\$25.00
Colepapers, Inc.....	\$7.00
Colepapers, Inc.....	\$391.60
Colepapers, Inc.....	\$35.58
Constellation New Energy..	\$8,357.39
Core & Main	\$617.20
David Drown Associates	\$2,000.00
Docu Shred	\$39.81
Don Aandal - Taralseth	\$2,350.00
Ewing Oil	\$904.54
Gornowicz Construction, LLC.....	\$6,600.00
Hawkins, Inc	\$5,998.13
Horgen Lawn Care	\$4,500.00
Jeff Wohlers.....	\$300.00
John Deere Financial	\$316.70
Landis+Gyr Technology, Inc..	\$875.34
Lynette Sinn.....	\$250.00
MARCO	\$658.41
Marshall County Highway Dept.	\$7,244.64
Minnesota Revenue.....	\$2,333.71
Minnesota Revenue.....	\$15,138.00
Minnesota Revenue.....	\$2,115.08
Minnkota Power Cooperative	\$2,229.41
Misc Deposits/Payables.....	\$1,000.00
MN Dept of Labor and Industry	\$1,420.32
MN Municipal Utilities Assoc.....	\$7,262.25
Municipal Gas Acquisition..	\$4,338.37
Mya Labine	\$30.31
NAPA Supply of Warren	\$627.87
NCPERS Minnesota	\$16.00
NCPERS Minnesota	\$16.00
Nelson Technology, Inc.....	\$1,091.22
Nelson Technology, Inc.....	\$5,415.62
North Star Manor.....	\$100,000.00
North Valley Health Center ...	\$531.00
NPL Construction	\$20,720.18
PERA.....	\$5,134.34
Pro Hydro-testing	\$1,154.25
PS Garage Doors	\$1,742.02
Quill Corporation	\$70.47
Quill Corporation	\$38.97
Quill Corporation	\$8.49
Red River Flags	\$389.75
Samantha Sellers	\$1,890.00
Spray Advantage, Inc	\$169.72
St. Hilaire Supply Co.....	\$74.02
Star Energy Services.....	\$1,800.00
TASC	\$33.06
Team Laboratory Chemical, LLC	\$95.50
Town & Country P & H.....	\$668.65
United States Treasury.....	\$12,420.07
Valint Construction Services	\$215,497.24
Warren Flame Fighters	\$3,600.00