

# WARREN CITY COUNCIL PROCEEDINGS

## MINUTES – Warren City Council Truth in Taxation Hearing and Regular Meeting December 13, 2022 Call to Order

A Meeting of the Warren City Council was held commencing at 6:00 P.M. with Mayor Travis presiding. Council members present: David Weber, Jarod Peterson, Danny Omdahl, Mark Wimpfheimer, David Erickson, Justin Buegler. Absent: None. Also present: Shannon Mortenson, Brent McMillan, Matt Linder, Nancy Mattson. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. Oath of Office –Councilmember Justin Buegler took the oath of office.

4. Approval of Agenda-They Hybrid Project will be discussed after the Minutes approval. Motion was made by Buegler, second by Peterson to accept the agenda with adjustments. All in favor, Motion carried.

5. Truth in Taxation Hearing-The proposed budget for 2023 is 8% lower than 2022. The tax levy for 2023 is 4% higher than 2022. No public was present for questions or comments.

6. Approval of Minutes –Motion was made by Omdahl, second by Erickson to approve the minutes from the November 29 meeting and the Special Meeting on December 8. All in favor, Motion carried.

Hybrid Project – The consultants for Hybrid Renewables have been running the models for energy produced and energy to sell back to NMPA based on historical data. Based on that data, the project will cost the city a lot of money to purchase the power at \$.06, sell to NMPA for \$.02 and then buy back from NMPA at \$.09. For the last month and a half, discussions have been happening with Hybrid Renewables on if we should move forward. There are not any costs incurred that need to be paid to Hybrid Renewables if the contract is terminated. Motion was made by Peterson, second by Erickson to terminate the contract with Hybrid Renewables. All in favor, Motion carried. At the special meeting December 8, Buegler had not taken the oath of office. There was a motion to retain Serkland Law Firm that should be redone. Motion was made by Buegler, second by Erickson to approve the retainer agreement with Serkland Law Firm with Peter Zuger. All in favor, Motion carried.

7. Engineer’s Report-There were not any engineers present. A motion needs to be executed to formally finalize the Fourth St. project. This does not end the 1-year warranty, it only monetarily completes the project. Motion was made by Wimpfheimer, second by Omdahl to formally complete the Fourth Street project and send notice to Public Facilities Authority. All in favor, Motion carried.

8. Operations Manager Report-McMillan was given the floor. Snow blower is fixed and ready to be used this week. The city is leasing a compact utility tractor and snow blower from True North for the winter season for \$1800. New tires were put on the payload, and they work much better. The previous tires were for construction and the new tires are turf ones. Clerk’s Report- reviewed. Mortenson has been in contact with the architectural firm regarding advertising for new bids for the childcare center. They are not seeing construction prices going down. If the project is rebid, there is a chance that the costs are higher. USDA has been contacted and retaining the bids from February 2022 is fine; we need to have the city attorney send a letter to USDA stating so. Motion was made by Peterson, second by Weber to keep the bid price from February 2022 with Valint Construction and move forward with the childcare project using sales tax revenue. All in favor, Motion carried.

9. Treasurer’s Report

a. September-November General Ledger – The September ledger was reviewed.

b. Pay Bills –Motion was made by Carl, second by Peterson to pay the bills as presented with checks #46911-46956 and approve the September General Ledger. All in favor, Motion carried.

10. Unfinished Business

a.

11. New Business

a. Resolution #12132022-01 Setting Final Tax Levy- Motion was made by Peterson, second by Omdahl to approve the resolution as presented. All in favor, Motion carried.

b. Resolution #12132022-02 Approve General Budget- Motion was made by Wimpfheimer, second by Buegler to approve the resolution as presented. All in favor, Motion carried.

c. Resolution #12132022-03 Approve Enterprise Budgets-tabled.

d. Resolution #12132022-04 Accepting Donations- Motion was made by Weber, second by Wimpfheimer to approve the resolution as presented. All in favor, Motion carried.

e. Resolution #12132022-05 Support of Active Transportation Grant-Lilly, the MN Fellow for Lead for America, is writing a grant to build a courtyard in Centennial Park. The courtyard is envisioned to be a paved area in the NE corner of the park that would have picnic tables, benches, bike rack, bike repair station and dog water station. The grant is meant to support communities in making it more walkable. The max award is \$25,000 and there is not a match required. Motion was made by Weber, second by Erickson to approve the resolution as presented. All in favor, Motion carried.

f. Hire Rink Staff-Councilmember Weber thought the council had recommended that returning employees are

paid more than \$.25 hour for seasonal employees. That was not previously discussed but will make note during the summer hiring process. Motion was made by Erickson, second by Buegler to approve the hiring as presented and allow Administrator to hire more as needed. All in favor, Motion carried.

g. Hybrid Project-discussed earlier in the meeting.

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

i. Ageing Report-reviewed.

12. Committee Meetings: The Public Works Committee met to discuss campground fees charged to Renee Swanson. The committee recommendation is due to the special circumstances with Swanson, the fees should not be charged for the last two months at the campground. The first month was paid by the resident. Motion was made by Weber, second by Omdahl to not charge the outstanding debt to Renee Swanson due to special circumstances during the 4th St. project. All in favor, Motion carried. The Equipment Committee met to discuss equipment purchases. The new tractor at the airport should have a blower and blade purchased to allow for more timely snow removal at the airport. The equipment usage will be charged to the airport. Motion was made by Buegler, second by Peterson to purchase a snow blower for \$21,735 and a blade for \$13,600. All in favor, Motion carried. A floor scrubber was discussed to clean the Rec Center, Westbridge and the city shop. Staff asked local facilities that use a floor scrubber to determine the best kind to buy. The purchase would be paid from all the different funds that will use the scrubber. Motion was made by Omdahl, second by Weber to purchase the floor scrubber for \$8,900. All in favor, Motion carried. The committee talked about vehicle prices and staff will get new quotes and trade-in values before proceeding.

13. Future Agenda Item(s)- Mayor will be touring the airport, power plant, and ride along with public works staff on Monday the 19th at 10 AM. Anyone can accompany them.

14. Adjournment –Motion was made by Buegler, second by Weber to adjourn at 6:55 p.m. All in favor, Motion carried.

Shannon Mortenson  
City Administrator/Clerk-Treasurer  
Travis Carl  
Mayor

## BILLS

AFLAC .....	\$277.40
Argyle Builders Supply .....	\$54.40
Becker Arena Products Inc ...	\$129.14
Berger Contracting .....	\$17,988.10
Big Jim’s E-Side Tire, Inc ..	\$8,933.17
Border States Electric Supply	\$335.21
Border States Electric Supply	\$48.33
Bremer Bank .....	\$9,732.89
Bremer Bank .....	\$518.17
Bremer Bank .....	\$49,211.01
Cantaloupe Systems .....	\$7.99
City of Warren .....	\$12,795.87
CNA Surety .....	\$500.00
Colonial Life -Post Tax .....	\$465.70
Connecting Point .....	\$1,757.62
DayDreams Specialties .....	\$24.00
Dearborn National .....	\$211.60
Deluxe Checks .....	\$573.84
Ewing Oil .....	\$148.08
Fastenal .....	\$122.09
FirstNet .....	\$341.16
Frontier .....	\$2,325.11
Garden Valley Telephone .....	\$280.68
Gopher State One Call .....	\$2.70
Gornowicz Construction, LLC	\$500.00
Grand Forks Utility Billing ..	\$1,315.20
Guardian Pest Control .....	\$630.37
Jeff Wohlers .....	\$300.00
John Deere Financial .....	\$1,085.56
John Scheving .....	\$1,500.00
JWP Properties .....	\$5,603.87
Lennart Hamacher .....	\$408.00
Maik Scheredega .....	\$408.00
Maik Scheredega .....	\$100.00
Main Street Cafe & Lounge ...	\$106.77
Mar-Kit Sanitary Landfill ....	\$4,200.00
Marshall & Polk Rural Water ...	\$18.79
Marshall County Cooperative	\$5,915.66
Marshall County Treasurer....	\$175.65
Mick’s of Warren .....	\$151.42
Minnesota Department of Comm .....	\$164.32
MN Department of Health ..	\$1,723.00
MN Dept of Labor and Industry	\$145.00
Nationwide .....	\$20.00
Northdale Oil Inc .....	\$209.01
Northern Estates LLC .....	\$752.00
Northern Municipal Power	\$126,066.13
Northland Mat Company .....	\$198.05
Occupational Dev Center .....	\$475.93
PKM Electric Coop .....	\$1,221.00
Quill Corporation .....	\$530.97
Quill Corporation .....	\$396.12
Quill Corporation .....	\$176.99
Quill Corporation .....	\$176.99
R J Zavoral & Sons, Inc.....	\$6,012.80
R J Zavoral & Sons, Inc.....	\$1,950.00
Randy Engelstad .....	\$10,955.06
RMB Environmental Lab .....	\$59.90
Samantha Sellers .....	\$1,890.00
Sjoberg’s Cable TV, Inc .....	\$132.19
Stinson .....	\$1,054.50
Swanston Equipment .....	\$10,344.99
SWS Credit Services .....	\$20.00
Team Laboratory Chemical, LLC .....	\$1,334.00
Town & Country P & H .....	\$583.19
True Value - Warren .....	\$564.55
TrueNorth Equipment .....	\$1,800.00
TSYS .....	\$239.57
United States Treasury .....	\$8,209.97
Universal Screenprint .....	\$178.80
Universal Screenprint .....	\$139.20
Verizon Wireless (AMI) .....	\$37.52
Warren Auto Repair .....	\$1,684.94
Warren Sheaf .....	\$2,019.00
Waste Management .....	\$3,063.10
Ziegler, Inc .....	\$84.46

January 4, 11

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-22-330

Estate of  
Cecelia R. Lubarski, Decedent

## 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 01/26/2023, 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 03/28/2018, and separate writing(s) under Minnesota Statutes section 524.2-513 ("Will"), and for the appointment of Cheryl E. Lubarski whose address is 641 Central Ave., Warren, MN 56762 as Personal Representatives 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 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 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: December 23, 2022  
Jeffrey Remick  
Judge of District Court

Dated: Courtney Hauert  
Court Administrator

Attorney for: Personal Representative  
Name: Christopher M. Rokke  
Firm: Rokke, Aandal and Associates  
Street: 23 North Main Street, PO Box 159  
City, State, ZIP: Warren, MN 56762  
Attorney License No: 0403193  
Telephone: 218-745-4321  
FAX: 218-745-4320  
Email: crokke@ralawoffice.com

January 4, 11

Filed in District Court  
State of Minnesota

STATE OF MINNESOTA  
COUNTY OF MARSHALL

NINTH JUDICIAL DISTRICT  
DISTRICT COURT

COURT FILE NO.: 45-PR-22-336

In Re: Estate of  
GENE A. GAJESKI, Decedent.

## NOTICE OF INFORMAL PROBATE OF WILL AND INFORMAL APPOINTMENT OF PERSONAL REPRESENTATIVE AND NOTICE TO CREDITORS

Notice is given that an Application for Informal Probate of Will and Informal Appointment of Personal Representative was filed with the Registrar, along with a Will dated November 29, 2017. The Registrar accepted the application and informally appointed SUZANNE R. GAJESKI, whose address is 37287 450th Ave NW, Stephen, MN 56757, to serve as the personal representative of the Decedent's estate. Any heir, devisee or other interested person may be entitled to appointment as personal representative or may object to the appointment of the personal representative. Any objection to the appointment of the personal representative must be filed with the Court, and any properly filed objection will be heard by the Court after notice is provided to interested persons of the date of hearing on the objection. Unless objections are filed, and unless the Court orders otherwise, the personal representative has the full power to administer the estate, including, after thirty (30) days from the issuance of letters testamentary, the power to sell, encumber, lease, or distribute any interest in real estate owned by the Decedent. 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: December 29, 2022  
Courtney Hauert  
Registrar

Dated: December 29, 2022  
Pamala Shaw  
Court Administrator

STEVEN C. EKMAN, PC  
Steven C. Ekman, Attorney  
MN# 233-237  
910 Hill Avenue,  
PO Box 70  
Grafton, ND 58237  
Telephone: (701) 352-0916  
Facsimile: (701) 352-1855  
e-mail: office@stevencmanlaw.com

ATTORNEY FOR PERSONAL REPRESENTATIVE

# WARREN-ALVARADO-OSLO SCHOOL BOARD PROCEEDINGS

## REGULAR BOARD MEETING December 12, 2022 Opening

Truth in Taxation presented.  
Motion for recess till 7pm by Jones, Second by Boe. CU  
Motion to open meeting by Boe, Second by Westberg. CU  
Procedural:  
Call to Order  
In Attendance: Nikki Peterson-Chair; Jeff Steer-Vice Chair; Mark Jones-Clerk; Jordan Johnson-Director; Marshall Westberg-Director, Darby Boe Treasurer, Sally Roller- Director.  
Procedural:  
Pledge of Allegiance was spoke.  
Discussion:  
Open Forum no one spoke.  
Approval of Minutes  
Action, Minutes:  
Approval of Minutes November 14, 2022  
Recommended Action: Motion by: Second by: to approve the minutes of the Regular Meeting on November 14, 2022 and minutes from Monday December 5th, 2022 Work Session to include the following:  
Minutes:  
Approval of Minutes December 5, 2022 Work Session  
Approval of Agenda  
Action, Procedural:  
Approval of Agenda  
Recommended Action: Motion by: Steer Second by: Roller to approve the agenda as presented or amended to include the following: CU  
1. Remove 8.7  
Approval of Finances  
Action, Reports:  
Approval of Finances  
Recommended Action: Motion by: Boe Second by: Jones to approve payment of the Bremer Credit Card in the amount of \$11,175.06; bills in the amount of \$181,191.08, checks #74456-74541; wires in the amount of \$332,055.71; payroll in the amount of \$300,208.43; and student activity report.  
Enrollment  
Information, Reports:  
2022/23 Student Enrollment K-6 310; 7-12 224; Total 534  
Reports  
Reports:  
High School Principal Report by Ben Miska  
Monday, 12.12.2022  
Staffing  
1. 1 Paraprofessional who has went on maternity & 1 that is going to & more student needs  
2. Approving the hiring of Jody Pulkrabek as HS Paraprofessional  
3. Approving the hiring of Zoe Berndt as HS Paraprofessional  
4. Approving the hiring of Abbey Johnson as HS English Teacher  
5. Approving the hiring of Mason Wang as HS Social Studies Teacher  
6. Rescinding leave of absence and approving the part time hiring of Jerrica Pribula as FACS/Health Teacher  
7. High School Staffing Needs for the 22/23 school year & beyond  
a. Facilities Director  
b. Paraprofessionals  
c. Substitutes-Especially Paraprofessional subs & Suburban sub drivers  
Events/Meetings  
1. QET Cell Phones  
a. Surveys sent to staff and students, and parents  
b. Will use data to determine recommended policy changes  
2. Fundraisers  
a. Approval tonight  
b. WAO Fundraisers  
3. QET Goals  
a. Available on HS Staff Portal  
b. 22/23 HS QET Goals  
4. Work Based Learning  
a. Sent Information to All Area Businesses Last Week Inviting to Participate  
b. Seniors Will Be Able to Participate Second Semester  
c. Seniors & Juniors Will Be Able to Participate in 23/24 School Year  
d. Work Based Learning Introduction  
5. Building Project Steering Committee Meetings  
a. Site Visits to Area Schools  
i. EGF on Friday, December 9  
ii. Fertile-Beltrami on Monday, December 12  
iii. More to Come  
6. Violence Prevention Symposium in Waite Park  
a. Mr. Mortimer, Mrs. Hanson, Mrs. Johnson and I attended on Monday, December 5  
b. Some Very Practical Ideas-Prevention Being Key  
c. Anonymous Reporting System  
d. Relationships Are Key  
e. Crisis Interventions  
f. Small Class Sizes  
g. After School Opportunities  
h. Doors That Lock From the Inside  
i. Practice Drills & Evacuation Process  
j. At Home  
i. Monitor Media Consumption  
ii. Safe Storage of Weapons  
Great Things at WAO High School the Past Month  
1. 6th Grade sold \$17,370 in pizza for their 6th grade trip  
2. FFA Donations  
a. Potucek Farms  
b. Douglas Wonnenberg  
3. Esports Donations  
a. Lone Oak Family Dentistry  
Upcoming  
1. December 13 @ 7:00 PM 7-12 Band & Choir Concert  
2. December 14 @ 1:30 PM NHS Induction Ceremony  
3. December 16 Ineligibility Begins for Mid Quarter 2  
4. December 19 @ 9:00 AM ASVAB Interpretations  
5. December 19 @ 2:45 PM 6th Grade Pizza Arrive  
6. December 23 to January 2 Christmas Break  
7. January 4 Bore For Building Project In Locations Around School  
8. January 10 @ 1:00 PM Spelling Bee  
9. January 13 End of Quarter 2/Semester 2  
10. January 16 Teacher Inservice/No School For Students  
Reports: Elementary Principal Report by Kelsey Johnson  
December 12th, 2022 School Board Meeting - ELEMENTARY PRINCIPAL'S REPORT

What's Happening at WAO Elementary  
● Elementary QET Goals 22/23  
● Assessment Data  
● NWEA Results (See Attachment)  
● Benchmark Data  
● Winter assessments begin In January  
● Mini classes are back at WAO Elementary!  
● January 16th Teacher Inservice  
● NWSC Staff Development Training Sessions  
● LETRS Kick-off Staffing 22/23 School Year  
● Recommending Morgan Bukowski - Paraprofessional Remainder of 22/23 School Year  
● Seeking Full-time Elementary Special Education Teacher  
● Seeking Long-Term Substitute - Elementary Social Worker  
● Seeking Substitute Teachers & Paraprofessionals  
Upcoming Dates of Importance  
Tuesday, December 20th - Elementary Min-Classes  
Thursday, December 22nd - WAO Elementary Christmas Movie Event  
December 23rd - January 2nd - No School Winter Break  
Tuesday, January 3rd - School Resumes  
Tuesday, January 10th - WAO Spelling Bee 1:00 PM  
Friday, January 13th - End of Quarter 2  
Monday, January 16th - No School - Teacher Inservice  
Friday, January 20th - Quarter 2 Recognition Assembly 2:00 PM  
Reports:  
Superintendent by Kirk Thorstenson  
December 12, 2022 Kirk Thorstenson  
Finance & Facilities  
a. Modular classroom update:  
● Architect is working on ramp/stair installation calculations with State.  
● Updates submitted and "Under Review" in ePLANS.  
1/10/23, 12:26 PM BoardDocs@ LT  
<https://go.boarddocs.com/mn/wao/Board.nsf/Private?open&login#> 3/6  
b. First year of NEW building bond payment will go on this current levy for taxes payable in 2023.  
● \$1,914,612.89 payable 2/1/2024  
● 20 year building bond payment  
● levy schedule & information at Special Board meeting on Monday, Dec. 19 @ 7PM  
c. ICON Steering Committee meetings  
● WAO Steering Committee: Nikki Peterson, Mark Jones, Mark Nelson Kelsey Johnson, Ben Miska, Kirk T.  
● weekly meetings with architect and designer (2 total so far)  
● subject / department meetings to gather staff input will begin in the near future  
d. Inclement weather reminder - on WAO social media & website  
Reports:  
Board Committees  
Ed Foundation- by Johnson- meeting was on Dec 16. not enough people at meeting.  
Facilities- by Boe- meeting about posting of jobs.  
Spring Sports Co-op- by Boe- Ball Field issue was discussed.  
Reports:  
Activities Report by Tony Gullikson  
From the Activity Director's Desk,  
The shot clocks are working in the main gym! New scoreboards for the auditorium and shot clocks have been delivered. We are looking at dates to have the new auditorium scoreboards and shot-clocks up and running sometime soon.  
WAO hosted a One Act Play directors and judges clinic on Thursday Nov 17. Thirteen directors and or future judges attended. Feedback was very positive. WAO hosts the One Act Play Sub Section 31 competition on Jan. 28.  
Winter coaches are in place and practices has begun for most winter activities. Boys Basketball has fourteen 7th and 8th grader-sand twenty-eight 9th - 12 grade players and managers, Girls Basketball has seventeen in 7th and 8th graders and fourteen in 9-12grade , FCCLA has seventeen active members, and E-Games has ten participants. FFA started up and elected officers and it was reported that between eight and fourteen students will partake in the extra-curricular activities involved with FFA. One Act Play had its first meeting and fourteen students will be participate either on or off stage. Speech is starting up with organizational meetings-being held the first week of Dec. Knowledge bowl has also started and numbers are not available at this time. There will be bothvarsity and JH knowledge bowl.  
We had a handful of students participate in bowling as part of Special Olympics Unified Sports on Monday, November 21 in TRF. Seven sophomores were selected to attend a leadership conference at the REA in TRF, where over a hundred and fifty areasophomores participated from schools around the region.  
WAO hosted an eight team boys basketball jamboree on Nov. 26. The day went well. It looks like with the addition of a shot clockwe will need to hire two clock operators at games.  
The sport record boards in the concession stand area have been updated. A second smaller order will be going out before Christmasbreak and then we all records should be up to date. I looking for ideas concerning the main gym banners and better ways to displaythe history of the athletic success the schools of our district have had in the past.  
We started a Orange Crush Club for elem. students at games. We are asking elementary aged students to sit with their parents or inthe NE corner of the gym. A letter went out to all parents in grades K-12 and each class was given an inperson presentation by Mr. Gullikson on expectations at games. The booster club donated money for T-shirts and prizes. The T-shirts were designed by Mr. Engfer's art class and Mrs. Murray's class has agreed to make the promotional shirts. Hopefully we will see less running in and out of the gym while games are in session.  
Respectfully Submitted, Tony Gullikson  
Policy Reading  
Information:  
First Reading of WAO District Policies  
First Reading of District Policies:  
Technology Incident Response Plan  
(We will have 2 readings of this plan.)  
This document describes the plan for respond-

ing to information security incidents at Warren-Alvarado-Oslo SD 2176. This document will explain how to detect and react to cyber security incidents and data breaches, determine their scope and risk, respond appropriately and quickly, and communicate the results and risks to all stakeholders.  
Information:  
Second Reading of WAO District Policies  
Second Reading of District Policies:  
722.22.01 - Public Data Requests  
410.22.01 - Family Medical Leave  
415.22.01 - Mandated Reporting / Maltreatment of Vulnerable Adults  
Action (Consent):  
Adoption of WAO District Policies  
Recommended Action: Motion by: Jones Second by: Westberg to adopt the following policies: CU 208.22.01 - Development of Policies 209.22.01 - Code of Ethics 210.22.01 - Conflict of Interest  
Personnel  
Action, Procedural:  
Hire - Abbey Johnson - English Teacher  
Recommended Action: Motion by: Roller Second by: Johnson to approve the hire of Abbey Johnson as BA Step 1 English Teacher for the remaining 22/23 school year. CU  
Action, Procedural:  
Hire - Mason Wang - Social Studies Teacher  
Recommended Action: Motion by: Boe Second by: Steer to approve the hire of Mason Wang as BA Step 1 Social Studies Teacher for the remaining 22/23 school year. CU  
Action:  
Hire - Morgan Bukowski - Elementary Paraprofessional  
Recommended Action: Motion by: Westberg Second by: Jones to hire Morgan Bukowski as Elementary School Paraprofessional at Step 8 Training for the 22/23 school year. CU  
Action:  
Hire - Brice Miller - C team Boys Basketball Coach  
Recommended Action: Motion by: Roller Second by: Steer to hire Brice Miller as C Team Boys Basketball Coach at 8% of BA Step 1.CU  
Action:  
Resignation - Britton Smith - Facilities Director  
Recommended Action: Motion by: Westberg Second by: Boe to accept the resignation of Britton Smith, Facilities Director, effective December 9, 2022. CU  
Action:  
Rescind Jerrica Pribula Leave of Absence  
Recommended Action: Motion by: Jones Second by: Boe to rescind the Leave of Absence of Jerrica Pribula FACS teacher for the 22/23 school year. CU (School Board approved June 13, 2022)  
District Business  
Action:  
2022 Payable 2023 Levy Certification Resolution  
Recommended Action: Final Property Tax Levy for Taxes Payable in 2023 School boards must adopt their final property tax levy and certify the levy to the home county auditor no later than five working days after December 20 (December 28 for the 2022 Payable 2023 levy). Motion by: Boe Second by: Westberg to certify the 2022 payable 2023 Levy; Referendum Market Value levy of\$727,868.41 for a total UNDER-LEVY of \$418,579.20 in Referendum Market Value, Net Tax Capacity levy of \$2,566,889.02 (total includes \$652,419.02 pre-certified in September, minus a \$142.89 adjustment, plus the first year of NEW building bond payment of\$1,914,622.89) Total Levy amount of \$3,294,757.43 for the 2023-24 school year.  
Roll Call Vote:  
Roller- aya  
Steer-aya  
Boe-aya  
Johnson-aya  
Westberg-aya  
Jones- aya  
Peterson-aya  
Motion passed  
Action:  
Combined Polling Place Resolution  
Recommended Action: Motion by:Westberg Second by: Steer to approve combining all polling places in WAO School District #2176 and designating the sole polling place as the Multi-purpose Room of WAO High School as said combined polling place in the event any stand alone or special elections need to be called in the coming year of 2023, per Minnesota Statute 205A.11 Subd. 2.  
Roll Call vote  
Steer-aya  
Boe-aya  
Johnson-aya  
Westberg-aya  
Jones-aya  
Peterson-aya  
Roller-aya  
Motion passed  
Action, Discussion:  
WAO Fundraiser Master List  
Recommended Action: Motion by: Jones Second by: Boe to approve the WAO Fundraiser Master List annual with any changes brought back to board for approval. CU  
Action:  
Purchase of Network Firewall  
Recommended Action: Motion by: Westberg Second by: Boe to approve the purchase of a new Network Firewall at a cost of\$18,349.25. CU  
Action:  
ASEC Federal Flow-Through Resolution  
Recommended Action: Motion by: Jones Second by: Roller Resolution appointing Superintendent Kirk Thorstenson the official representative for ISD #2176, to spend Federal Flow-Through IDEA (SPED) funds, cooperatively with the ASEC. (Area Special Education Cooperative) CU  
Roll Call Vote:  
Steer-aya  
Boe-aya  
Johnson-aya  
Westberg-aya  
Jones-aya  
Peterson-aya  
Roller-aya  
Motion passed  
Action:  
E-Sports Donation - Lone Oak Dentistry

Recommended Action: Motion by: Boe Second by: Roller to accept a donation of \$1000 from Lone Oak Dentistry for the WAO E-Sports program. CU  
Action:  
Elementary Donation - Frandsen Bank  
Recommended Action: Motion by: Westberg Second by: Johnson to accept a \$500 donation from Frandsen Bank for WAO Elementary School books. CU  
Action:  
Agriculture & FFA Program Donation  
Recommended Action: Motion by: Johnson Second by: Boe to accept the donation of \$7,900 for the WAO High School Agriculture and FFA program. CU  
Discussion:  
Discussion - HS Bathroom doors  
Bathroom Doors- Move forward with install bathroom doors all areas; but not in the east wing.  
Discussion:  
Discussion - School Board Work Sessions DISCUSSION AT WORK SESSION ON 12.5.22  
Final thoughts and ideas for work sessions. Stacking meetings. Working on how to move forward with Work Sessions.  
Discussion:  
Discussion - Facilities Director position  
Kirk presented what was talked about from facilities meeting. Ideas on what the needs are for our buildings, how can we utilize our current staff, duties that can be an outside source.  
Do some reorganization of duties and look at our staffing needs.  
Reports:  
Board Member Jeff Steer recognition  
Thank you Jeff Steer for your 6 years of service to the Warren/Alvarado/Oslo School & Board of Education.  
Important Dates  
Information:  
December Communication & Events  
December Events:  
12 - School Board meeting @ 7PM  
BBB vs. Northern Freeze at WAO  
13 - WAO Booster Club meeting @ 7AM  
Motion: Johnson  
Second:Westberg  
To install bathroom doors. CU  
High School Band & Choir Christmas Concert @ 7PM  
14 - National Honor Society Induction @ 1:30PM  
15 - GBB vs. RLF at WAO  
BBB vs. Goodridge-Grygla at Goodridge  
17 - Community Ed. Dance Recital  
GBB vs. Win-E-Mac @ Ralph Engelstad Arena @ 1:30PM  
BBB vs. Win-E-Mac @ Ralph Engelstad Arena (following girls game)  
19 - BBB vs. KCC at WAO  
20 - GBB vs. GGG at WAO  
22 - GBB vs. RLCC at Plummer  
23 - No School - Christmas break  
27 - GBB vs. Northome @ Northome HS  
28 - BBB vs. Bertha-Hewitt @ Walker-Hackensack-Akeley HS  
(Tuesday, Jan. 3 - School Resumes after break)  
Adjourn  
Action:  
Adjourn. Next Special Meeting will be December 19, 2022 at 7:00 pm in the H.S. Multipurpose room. (Ehlers Bond work)  
Recommended Action: adjourn at: motion by Boe second by Steer at 8:47pm

## SPECIAL BOARD MEETING MONDAY DECEMBER 19, 2022 Opening

Procedural:  
Call to Order  
In Attendance: Nikki Peterson-Chair; Jeff Steer-Vice Chair ; Mark Jones-Clerk; Jordan Johnson-Director;Marshall Westberg-Director, Darby Boe Treasurer, Sally Roller- Director.  
Procedural:  
Pledge of Allegiance was spoken  
Approval of Agenda  
Action, Procedural:  
Approval of Agenda  
Recommended Action: Motion by: Westberg Second by: Boe to approve the agenda as presented or amended to include the following: CU  
District Business  
Discussion:  
DISCUSSION - EHLERS PRESENTATION OF PRE-SALE REPORT FOR BOND SALE AARON BUSHBERGER & SHELBY MCQUAY- Joined Via Zoom and gave a presentation with information on Pre-Sale for the Bond. Discussion was held with questions and answers with the board.  
Action, Discussion:  
Resolution Stating the Intention of the School board to Issue General Obligation School Building Bonds to Issue General Obligation School Building Bonds in the Maximum Aggregate Principal.  
Recommended Action: Motion by: Boe Second by: Steer to approve the Halloween Dance to be held at the Elementary School on Oct. 28, 2022 from 6PM to 8:45PM, for the band fundraiser. CU  
Roll Call Vote-  
Peterson- aya  
Jones- aya  
Johnson- aya  
Westberg-aya  
Roller-aya  
Steer- aya  
Boe- aya  
0- nay  
Motion passed.  
Discussion:  
Post Issuance Compliance Policy- 1st Reading  
Action:  
Approval of overnight Stay for Boys Basketball Game  
Recommended Action: Motion by: Jones Second by: Westberg to approve the overnight stay of the Varsity Boys Basketball Team in Walker, MN on December 28, 2022 for a 2 day tournament. (Dec. 28 & 29) CU  
Adjourn  
Action:  
Adjourn at 7:51pm. Next Meeting will be January 9, 2023 at 7:00pm in the H.S. Multipurpose room.

January 25, February 1

**Filed in District Court  
State of Minnesota**

STATE OF MINNESOTA  
COUNTY OF MARSHALL

NINTH JUDICIAL DISTRICT  
DISTRICT COURT

COURT FILE NO.: 45-PR-23-10

In Re: Estate of  
Roger Dale Kostrzewski, also known  
as Roger D. Kostrzewski and as  
Roger Kostrzewski, Decedent

**NOTICE OF AND ORDER FOR  
HEARING ON PETITION FOR  
DETERMINATION OF DESCENT**

Kimberly S. Kostrzewski has filed a  
Petition for Determination of  
Descent. It is Ordered that on  
February 21, 2023, at 9:00 a.m., a  
hearing will be held via Zoom at the  
following:

Direct Link: <https://courts-state-mn-us.zoomgov.com/j/1612235058?pwd=UFByMFkchZVRitBWFVnWFJWMEdRdz09>  
Internet: <https://zoomgov.com/join>  
SIP: 1612235058@sip.zoomgov.com  
Phone: 833 568 8864 US Toll-free  
Meeting ID: 161 223 5058  
Passcode: 536686

on the petition.

The petition represents that the  
decedent died more than three (3)  
years ago leaving property in  
Minnesota. The petition requests  
the Court determine the descent of  
such property and assign the prop-  
erty to the persons entitled.

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  
petition will be granted.

Notice shall be given by publishing  
this Notice and Order as provided  
by law and by: Mailing a copy of  
this Notice and Order to each inter-  
ested person by United States mail  
at least 14 days before the time set  
for the hearing.

**BY THE COURT**

Dated: January 18, 2023  
Jeffrey Remick  
Judge of District Court

Dated: January 18, 2023  
Courtney Hauert  
Deputy Court Administrator

HARBOTT, KNUTSON, LARSON  
& HOLTEN, P.L.L.P.  
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VFkchZVRitBWFVnWFJWMEdRdz09  
Internet: <https://zoomgov.com/join>  
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