

**MINUTES
Warren City Council
Regular Meeting
October 15, 2013
Call to Order**

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Deb Myrfield presiding. Council members present: John Golden, Rodger Haugtvedt, Mark Wimpfheimer, John Rehder, Jarod Peterson. Absent: Cam Fanulik. Also present: Shannon Mortenson, David Weber, Nancy Mattson, Darryl Tveitbakk, Dalene Monsbrotten. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

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

4. Approval of Minutes -Motion was made by Rehder, second by Golden to accept the Minutes as presented. All in favor, Motion carried.

5. Presentation from Darryl Tveitbakk, NMPA- Tveitbakk, Executive Director for Northern Municipal Power Agency was given the floor. He gave the history and mission of the agency. Dalene Monsbrotten explained the bonding issues and the agreements with municipals. Tveitbakk stated that every member city of the NMPA is being approached to extend the service agreement from 2031 to 2055. Motion was made by Rehder, second by Golden to accept the Resolution as presented which would allow the extension to be executed at a later date. All in favor, Motion carried.

6. Clerk's Report- Mortenson attended the Minnesota Association of Small Cities October meeting. She was appointed to the Board of Directors. At the meeting, four State legislators were in attendance and various topics were discussed for the upcoming legislative session. One topic is how to finance street projects in small cities and trying to have the State provide funding support to street projects. Small cities throughout the State are dealing with issues of high costs and high replacement need.

7. Treasurer's Report
a. September General Ledger- reviewed.

b. Budget vs. Actual- reviewed.

c. Pay Bills- Motion was made by Haugtvedt, second by Peterson to pay the bills as presented but withhold payment to Northcat Excavating. All in favor, Motion carried. A few additional bills were highlighted. Northcat Excavating did not replace the topsoil and grade the area that water and sewer were installed at Parkview 3rd.

8. Unfinished Business.

a. Good Samaritan Drive: Completed. Remove from agenda.

b. Comprehensive Plan: The community meeting was Thursday, September 26. Very low attendance. Survey results were distributed to council members.

c. Hospital Building- Remove from agenda.

9. New Business.

a. Resolution #101513-01- Public Assessment Hearing - Motion was made by Rehder, second by Wimpfheimer to set the public hearing date for Nov. 4. All in favor, Motion carried.

b. Resolution #101513-02- Legacy Park Grant - The proposed site plan for a campground expansion was reviewed. Mortenson explained the grant is 100% paid but city contribution will be looked at favorably. Cost estimates are being completed since

the site plan is done. **Motion was made by Haugtvedt, second by Myrfield to accept the resolution as presented. All in favor, Motion carried.**

c. Lease with Northwest Regional Development Commission - The NWRDC will be leasing 6000 square feet of space at the hospital building. The Commission board has approved the lease contract but it has not been returned to the city. Tabled to next meeting.

d. Proclamation of Senior Nutrition Day- Motion was made by Rehder, second by Myrfield to accept the proclamation for Oct 23. All in favor, Motion carried. All council were invited to attend the evening meal at the Senior Meal site in Warren on Oct. 23.

e. Summer Recreation Program- Council reviewed the spreadsheet received from WAO Schools. The appropriation was passed by motion last spring.

f. Planning & Zoning Commission Appointments- Motion was made by Peterson, second by Wimpfheimer to appoint Mitch Kotrba to the Commission. All in favor, Motion carried.

g. McMillan Evaluation- Motion was made by Golden, second by Rehder to approve a step increase for McMillan based on a positive annual evaluation. All in favor, Motion carried.

h. Landscaping Plan with UMC- The Senior landscaping class at UMC is taking on the city of Warren as a project spring semester. Pictures have been taken of the entrances to the city, parks, neighbors and areas to be spruced up. The class will develop a landscaping plan for the city's use.

i. Contract with NWRDC for Comprehensive Planning- Motion was made by Peterson, second by Golden to enter into a contract with NWRDC to complete a comprehensive plan for the city. All in favor, Motion carried.

j. Farmer's Market- Mayor Myrfield and Mortenson met with Amy Trudell to develop a plan to enhance activities at the Farmer's Market to increase vendor numbers and buyers. The Regional Arts Council supports some activities with grant funds. A list of activities was created.

k. Overtime Reports- Reviewed.

l. Ageing Report- Reviewed. The Cold Weather Rule went into effect today.

10. Committee Meetings - Utility Committee: Committee met to discuss Dumpster Fees. The current drop fee is \$10 and tipping fee is \$8/ cu. yard. Committee recommended the rate to change to \$30/week. After much discussion, the item was moved back to committee.

11. Future Agenda Item(s) - Five Year Street Plan; Showerhouse Cost Estimate.

12. Adjournment - Motion was made by Rehder, second by Peterson to adjourn at 8:47 p.m. All in favor, Motion carried.

Deb Myrfield, Mayor
Shannon R. Mortenson
City Administrator/
Clerk-Treasurer

BILLS

Ameripride.....	315.60
Auto Value Warren	35.25
Batteries Plus #024.....	263.88
Border States Electric Supply	8,030.27
C.H.S. Ag Service	603.90
Cenex-Marshall County Cooperative	205.14
City of Warren	10,250.06
Dakota Supply Group (DSG).....	6,230.83
Dale's Foods	115.31

Drenckhahn & Williams, P.A.....	46.00
Drenckhahn & Williams, P.A.....	550.00
Drenckhahn & Williams, P.A.....	684.00
Farmers Union Oil Co.....	95.40
Farmers Union Oil Co.....	258.88
Frontier.....	1,186.96
Gopher State One Call ...	50.85
Grand Forks Utility Billing	5,024.50
Grand Forks Welding	451.57
Great Plain Fire, Inc.....	2,037.25
Guardian Pest Control....	426.66
Hamm's Repair	183.18
Hardware Hank	297.06
Hawkins, Inc.....	1,398.27
Industrial Chem. Labs & Services, Inc.....	100.36
InvisiMax.....	845.97
Jet Stop, Inc.....	624.16
Jones Architectural Engineering, Inc.....	300.00
Karl Frigaard	384.20
Locators & Supplies, Inc.....	513.00
Maguire Iron, Inc.....	50,215.50
MARCO-Minneapolis.....	49.16
Mathison's Co.....	126.81
Midwest Testing	4,003.16
Minn-Dak Asphalt, Inc. ...	57,230.00
Minn-Dak Asphalt, Inc. ...	46,435.00
Minnesota Department of Labor & Industry.....	1,778.13
MMUA	4,655.00
NAPA Supply of Warren..	3.09
NAPA Supply of Warren..	262.80
North Valley Health Center (NVHC).....	34.00
North Valley Public Health	225.00
Northcat Excavating LLC	61,779.45
Northwest Community Action.....	2,638.25
Occupational Develop- ment Center.....	310.96
PKM Electric Coop.....	662.00
PKM Electric Coop.....	480.00
PKM Electric Coop.....	452.31
Praxair	66.80
Roley Electric	123.68
Sanitation Products.....	769.14
Solid Ground Construc- tion.....	276.00
Stuart C. Irby Tool & Safety.....	96.50
Stuart C. Irby Tool & Safety.....	170.72
SWS Credit Services.....	86.09
Team Lab Chemical Corp.....	1,373.34
Town & Country Plumb- ing & Heating	175.35
True Valu	393.58
Valley Credit Plan- United Valley Bank	706.26
Veit & Company, Inc.....	2,463.50
Warren Auto Repair.....	1,380.63
Warren Sheaf	788.93
Zee Medical Service	46.61