

**MINUTES  
Warren City Council  
Regular Meeting  
December 10, 2013  
Call to Order**

A Meeting of the Warren City Council was held commencing at 6:30 P.M. with Mayor Deb Myrfield presiding. Council members present: Rodger Haugtvedt, John Golden, Mark Wimpfheimer, Jarod Peterson, Cam Fanfulik. John Rehder participated via Skype. Also present: Shannon Mortenson, David Weber, Nancy Mattson. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. TRUTH IN TAXATION MEETING- It was explained that the levy increased 7% for 2014. Most residential truth in taxation statements showed the tax bill decreasing for 2014. No one was present to offer further questions or opposition.

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

5. Approval of Minutes -Motion was made by Fanfulik, second by Peterson to accept the Minutes as presented. All in favor, Motion carried.

6. Working Supervisor Report-Reviewed. There was a question why the crew has to wait for the trees to be removed by the electric department. The trees are removed using the bucket truck and this piece of equipment has been in use completing electrical jobs. The electrical department also has the best experience in using the bucket truck. This is the same reason the wire and poles have not been removed on Hwy. 75.

7. Clerk's Report-Reviewed. Question was asked if the leveling of the library floor will be an added cost to the city and why the architect did not see this shortcoming. The leveling of the floor will be the contractor's expense. When the architect does his inspections he made sure the plans were followed and did not always question the quality of work until the final inspection.

**8. Treasurer's Report**

a. November General Ledger-Reviewed.

b. Pay Bills-Motion was made by Haugtvedt, second by Wimpfheimer to pay the bills as presented. All in favor, Motion carried. Additional bills are highlighted. There was question on the tree removal at the airport. This was done to increase the line of sight for airplanes using both the asphalt and grass runway.

**9. Unfinished Business.**

a. Comprehensive Plan: The Visioning Session will be scheduled for January.

b. Report of Feasibility- Motion was made by Fanfulik, second by Golden to remove the item from the agenda. All in favor, Motion carried.

c. Five Year Street Plan- Motion was made by Fanfulik, second by Golden to remove the item from the agenda. All in favor, Motion carried.

d. Pool Bath house Cost Estimate- Motion was made by Fanfulik, second by Golden to remove the item from the agenda. All in favor, Motion carried.

e. Skating Rink Managers-A notice was put in the WAO School announcements that the city is taking applications for the rink attendant. There is a video system in the old hospital building that will be moved over to the indoor rink. The temperature of the building may be factor on if the camera works. The city may

have to hire a company to install the system.

f. Nuisance Ordinance-Council reviewed some of the memos from the League of Minnesota Cities and reviewed what Red Lake Falls did for enforcement of their nuisance ordinance. Mortenson was directed to contact Sheriff Novacek and present a recommendation at the next meeting.

**10. New Business.**

a. Engineering Contract -Tabled.

b. Strategic Planning Session - KLJ likes to do planning sessions with cities. Mortenson was directed to visit with KLJ and see if they want to be part of the comprehensive plan visioning session and then set a date.

c. Resolution #121013-01 Final Levy- Motion was made by Golden, second by Fanfulik to accept the resolution as presented. All in favor, Motion carried.

d. Resolution #121013-02 Final Budget- Motion was made by Myrfield, second by Haugtvedt to accept the resolution as presented. All in favor, Motion carried.

e. Resolution #121013-03 Enterprise Fund Budgets- Motion was made by Fanfulik, second by Wimpfheimer to accept the resolution as presented. All in favor, Motion carried.

f. Public Works Recommendation-Seven applicants were interviewed. Mortenson recommended John Peterson for hire and starting wage at Grade 3, Step 4. Motion was made by Golden, second by Fanfulik to hire John Peterson for the Public Works position and start at the recommended wage. All in favor, Motion carried.

g. Snow Removal Policy-The policy was reviewed. Some changes were made in regards to who decides when removal should start and adding Good Samaritan Drive and McKinley Avenue as high priority due to the emergency route.

h. Overtime Reports-Reviewed.

i. Work Orders-Reviewed.

j. Ageing Report-Reviewed.

11. Committee Meetings -Finance & Human Relations Committee met to open union negotiations. There were areas that were tentatively agreed upon. Negotiations will continue in January.

**12. Future Agenda Item(s) -**

13. Adjournment -Motion was made by Golden, second by Fanfulik to adjourn at 7:20 p.m. All in favor, Motion carried.

Deb Myrfield  
Mayor

Shannon R. Mortenson  
City Administrator/Clerk-  
Treasurer

**BILLS**

AmeriPride .....	315.60
Auto Value Warren .....	91.60
Bauer's Flowers & Gifts..	59.16
Border States Electric Supply .....	1,688.39
Cenex-Marshall County Cooperative .....	296.68
City of Warren .....	4,712.72
Curt Myrfield.....	400.00
Dakota Supply Group (DSG).....	20.21
Dale's Foods .....	273.64
Dufault Excavating .....	6,050.00
Farmers Union Oil Co.....	237.14
Farmers Union Oil Co.....	45.60
Frontier .....	1,187.59
Gopher State One Call...	14.50
Grand Forks Utility Bill- ing.....	4,918.95
Guardian Pest Control....	514.67
Hanson Construction TRF.....	1,705.00
Hardware Hank.....	571.84
InvisiMax.....	845.97
Jet Stop, Inc.....	402.69
Karl Frigaard .....	384.20

M-R Sign Co., Inc. ....	118.73
Marshall County High- way Department .....	10,683.90
Marshall County High- way Department .....	150.00
Miller Electric, Inc. ....	458.02
NAPA Supply of Warren..	20.63
NAPA Supply of Warren..	72.28
Occupational Develop- ment Center.....	308.92
Occupational Develop- ment Center.....	30.90
PKM Electric Coop.....	623.00
PKM Electric Coop.....	606.00
POWERPLAN .....	1,009.09
Quill Corporation .....	397.30
Rohlf-Tech, Inc. ....	303.98
Sanitation Products.....	225.07
Stone's Mobile Radio .....	194.93
Stone's Mobile Radio .....	443.12
SWS Credit Services.....	87.50
Tess Derosier .....	1,500.00
The Under Car Shop .....	10.00
Town & Country Plumb- ing & Heating .....	40.00
Town & Country Plumb- ing & Heating .....	216.40
Town & Country Plumb- ing & Heating .....	119.61
Trudell Contacting, Inc...	2,440.00
True Valu .....	245.05
Warren Auto Repair.....	948.18
Warren Sheaf .....	1,705.92