

# WARREN CITY COUNCIL PROCEEDINGS

**MINUTES  
Warren City Council  
Regular Meeting  
March 15, 2016  
Call to Order**

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Myrfield presiding. Council members present: Mark Wimpfheimer, David Erickson, Cam Fanulik, John Golden, Jarod Peterson. Video: John Rehder. Also present: Shannon Mortenson, Nancy Mattson, Brent McMillan. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

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

**4. Approval of Minutes -Motion was made by Wimpfheimer, second by Fanulik to approve the minutes from the February 23 regular meeting. All in favor, Motion carried.**

**5. Engineer's Report-** The bids for Division Marshall are being advertised.

**6. Working Supervisor Report-** Reviewed. The mowers are being considered for replacement.

**7. Clerk's Report-** Reviewed. Ron Leverington sent a letter to the city regarding his services at the cemetery. He will be quitting but has enlisted Roger Porter to take over and will be training him all summer. Council consensus was to continue with Roger Porter. The ice arena is to be reviewed with the architects next week. Hopefully, costs will be developed to apply for the Otto Bremer grant.

**8. Treasurer's Report**  
**a. February General Ledger-** reviewed.

**b. Checks Issued in February-** reviewed.

**c. Pay Bills - Motion was made by Fanulik, second by Golden to pay the bills as presented with checks #37314-37361. All in favor, Motion carried.**

**9. Unfinished Business**  
**10. New Business**

**a. AMI Systems-** A recommendation was presented by Brent McMillan on prices and options for an automated meter integration program. Each system would be close to \$400,000 but could be divided into four years. The electric, gas, water and sewer fund would absorb the cost of the system using reserves. Council inquired what the cost savings would be and staff felt there isn't a cost savings as no positions will be reduced but the city will gain 48 hours each month to be devoted to other tasks rather than meter reading. There is also the customer service end of providing bills in a timelier manner and providing instant reads on usage for final bills at the time of move out. Accuracy would increase and bills eventually will go out quicker than with the current system. When discussion occurred on the financing part, council questioned if technology may change within the four year time frame of purchasing. That is always a possibility. With the higher reserve in the gas fund, council inquired if the total amount of \$400,000 could be paid in 2016 out of the gas fund and paid back from the other funds over time. Mortenson said that can be done as long as a resolution is drafted for the auditors to review. **Motion was made by Fanulik, second by Myrfield to approve the purchase of the metering system from Irby, Landis & Gyr for the bid price presented and pay for the project out of the Gas Fund with transfers from Electric, Water and Sewer as needed. All in favor, Motion carried.**

**b. Climate Smart Community Proposal-** The University of Minnesota Institute on the Environment is accepting applications to participate in a program that partners cities with ones in Germany. The applicant would need to pay for airfare for two city representative to fly to Germany once a year for three years. The city would also participate in phone conferences,

meetings around the State and mentor other communities. A concept and vision needs to be submitted on a project; Mortenson and McMillan have drafted one for creating a heating district by using heat from an incinerator. Council asked what is the motive of the program but all that is stated in the three page document from the U of M is that they are working with a region in Germany that uses almost all renewable energy. After discussion it was determined to apply and see what happens. **Motion was made by Golden, second by Fanulik to begin the process of applying. All in favor, Motion carried.**

**c. Health Insurance Coverage D. Weber -** David Weber is out on medical leave and per the union contract, council needs to approve the continuation of city paying his health insurance. **Motion was made by Myrfield, second by Golden to approve paying Weber's health insurance. All in favor, Motion carried.**

**d. Airport Land Lease - Motion was made by Golden, second by Wimpfheimer to approve the lease as presented. All in favor, Motion carried.** For 2017, the city should look at CRP options.

**e. Gambling Permit - Motion was made by Wimpfheimer, second by Erickson to approve the permit as presented. All in favor, Motion carried.**

**f. Overtime Report- Motion was made by Fanulik, second by Peterson approve the report as presented. All in favor, Motion carried.**

**g. Work Orders-**Reviewed.

**h. Ageing Report-**Reviewed.

**11. Committee Meetings -** The Finance & Human Relations Committee met to discuss union negotiations. The Community Committee met to discuss Safety Entrance Policy and Amending Charter. Public buildings can post no guns but can't ban guns. There can be limits put on employees. Discussion occurred on a buzzer system. Mortenson is attending a League conference that addresses gun issues for cities. The committee discussed changing the charter to move the mayor term to 4 year and creating two at large council seats and two representatives from each ward. Staggering the terms so there is less seats turned over in an election cycle. The Utility Committee met to discuss electric rates. MinnKota is raising wholesale rates 3.3% across the board. With the implementation of demand metering and being in the middle of an extensive rate determination, increases were proposed that would give modest increases to homeowners and more increase to large commercial. **Motion was made by Peterson, second by Wimpfheimer to approve the electric rates as recommended by committee. All in favor, Motion carried.** Public Works Committee met for discussion on Johnson Avenue cost sharing. They are still in discussions.

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

**13. Adjournment -Motion was made by Fanulik, second by Wimpfheimer to adjourn at 8:22 p.m. All in favor, Motion carried.**

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

**BILLS**

175 Corner Store.....	257.03
Don Aandal-Taralseth .....	2,000.00
Embroidery A. R. T. & Design .....	5.00
Great Plains Fire, Inc. ....	267.50
Guardian Pest Control .....	407.55
John Deere Financial .....	64.51
Kellen Nordling .....	500.00
Living at Home Network...	192.11
Lynette Sinn .....	200.00
Nelson Technologies, Inc. ....	29,104.87
Northwest Regional Development Com- mission.....	328.57
Pitney Bowes Global Financial Services LLC.....	308.43
Quill Corporation.....	47.40
Tess Derosier.....	1,800.00