



**MINUTES – Warren City Council**  
**Regular Meeting    January 14, 2020**  
*Call to Order*

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with President John Golden presiding. Council members present: David Weber, Chris Derosier, Jarod Peterson, Justin Buegler, Mark Wimpfheimer. Absent: Mara Hanel. Also present: Shannon Mortenson, Brent McMillan, Nancy Mattson, Jeremy Linnell, Mitch Kotrba, Phil Thompson, Dave Conely, Ken Palm. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. **Approval of Agenda- Motion was made by Peterson, second by Wimpfheimer to accept the agenda as presented. All in favor, Motion carried.**
4. **Approval of Minutes- Motion was made by Buegler, second by Peterson to approve the minutes from the December 10 council meeting with the last sentence in #6 reworded. All in favor, Motion carried.**
5. **Engineer’s Report-** no updates.
6. **Operations Manager Report-** snow removal and equipment repairs in between time has been the focus. A curb stop needed to be replaced this week. The Rec Center is quite busy.
7. **Clerk’s Report-** reviewed.
8. **Treasurer’s Report**
  - a. **December General Ledger-**reviewed.
  - b. **Bills Paid/Checks Issued in December-**reviewed.
  - c. **Pay Bills –Motion was made by Wimpfheimer, second by Weber to pay the bills as presented, new additions are highlighted, with checks #43344-43414 and accept the reports above. All in favor, Motion carried.**
9. **Unfinished Business**
  - a. **Insurance Agent of Record-**The Finance and Human Relations Committee met and discussed the Ken Nelson Agency and the Jay Swanson Agency as Agents of Record. The recommendation is to stay with Jay Swanson Agency. They have held the account for a few years and do a nice job. Both agencies are owned by individuals who are not citizens of Warren. **Motion was made by Golden, second by Buegler to accept the recommendation and appoint Jay Swanson Agency as the Insurance Agent of Record. All in favor, Weber opposed. Motion carried. Motion was made by Weber, second by Buegler to start an RFP process in October to appoint the agent. All in favor, Motion carried.**

## 10. New Business

**a. Public Hearing WEDA Land Sale-**Warren Economic Development Authority has been working with North Plains Properties to develop parcels in Warren and passed a resolution in December to sell parcels to the development company. The company is owned in part by John Golden so Jarod Peterson opened the hearing and Golden abstained from any discussion during the hearing. There were members of the public that were opposed to the sale of the parcels. The questions asked were: was the land advertised and what will be developed on the tree farm parcel. The tree farm is not on the resolution for sale due to an error that the parcel was the entire Holiday Park. Mortenson is working with Jerry Pribula for a new parcel description for the tree farm only. There continued to be questions on the tree farm and Peterson stated that parcel is not on the resolution. Phil Thompson, WEDA President, explained how WEDA approached the process of working with the developer and how the parcels need to be in the developers control so projects can proceed. Last spring the city council transferred land to WEDA for WEDA to be able to negotiate with developers. That is a common practice statewide and EDAs are given statutory guidance to do so. Conley, Palm and Weber felt it wasn't fair to residents that they didn't have a chance to purchase the parcels. WEDA worked with the developer; if they were advertised, a person could put a garden on the lot and that is not economic development. Anytime in the past years, someone could have come to the city council and request to buy any city owned parcel. One of the lots is at the end of 4<sup>th</sup> St. The city policy is to give the lots to anyone who builds within two years on that property. The 4<sup>th</sup> St. parcel was always provided as a buildable lot and no one has purchased prior. The developer will take on the risk to develop the lots, not the city. A discussion ensued on what is substantial development and it was determined that any substantial change on the property value. Weber thought it should have a legal opinion but each city addresses development differently. ***Weber did not like how the whole deal came down so he motioned to table the resolution and advertise the parcels for 60 days. Motion failed for lack of a second. Motion was made by Buegler, second by Wimpfheimer to approve the resolution as presented to encourage development in the city. Golden abstained. All in favor, Weber opposed. Motion carried.***

**b. Resolution #1142020-01 Accepting Donation- Motion was made by Peterson, second by Buegler to accept the resolution as presented. All in favor. Motion carried.**

**c. Resolution #1142020-02 Annual Appointments - Motion was made by Wimpfheimer, second by Derosier to accept the resolution as presented. All in favor. Motion carried.**

**d. Electronic Funds Transfer Policy – This policy needs to be approved annually per auditors. Motion was made by Peterson, second by Buegler to accept the policy as presented. All in favor. Motion carried.**

**e. Municipal Rep NWRDC – tabled.**

- f. PTO and Overtime Reports-**This was a review of all hours in 2019. **Motion was made by Wimpfheimer, second by Peterson to accept the reports as presented. All in favor. Motion carried.**
- g. Ageing Report-**reviewed.

**11. Committee Meetings –** Finance and Human Relations was discussed with the Insurance Agent of Record. Peterson reported on the Park Board meeting where WinterFest was discussed. There will be a school age 3 on 3 hockey tourney, chili cook-off, cardboard sledding, hay rides, Frozen characters and more! This event will be held on February 23.

**12. Future Agenda Item(s) –**

**13. Adjournment –Motion was made by Buegler, second by Peterson to adjourn at 8:13 p.m. All in favor, Motion carried.**

---

**Shannon Mortenson**  
**City Administrator/Clerk-Treasurer**

---

**Mara Hanel**  
**Mayor**