



MINUTES – Warren City Council
Regular Meeting December 15, 2020
Call to Order

A Video Conference Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Mara Hanel presiding. Council members present: David Weber, Mark Wimpfheimer, Justin Buegler, Jarod Peterson, Danny Omdahl, John Golden. Also present, Shannon Mortenson, Jarda Solc, Brent McMillan, Nancy Mattson, Jeff Wohlers, Tracee Bruggeman. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

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

4. **Truth in Taxation Hearing**-the public hearing was opened at 6:05 PM. The budget numbers and levy totals were announced. Kelly Mattson was in attendance but was present to discuss the valuation of his property. That meeting, Board of Review, takes place in May. Mattson exited chambers. No one else was present. The hearing was closed at 6:15 PM.

5. **Approval of Minutes - Motion was made by Omdahl, second by Peterson to approve the minutes from the November 24 meeting. All in favor, Motion carried.**

6. **Engineer’s Report**-Jarda Solc was given the floor. The 4th St. project is in the fundable range on the Project Priority List and Intended Use Plan for drinking water. It is close to fundable on the clean water side. Plans are due by March 31. The design process will take 6-8 weeks. Since the weather is still nice, surveying will take place later this week. **Motion was made by Golden, second by Peterson to approve Task Order for 4th St. design. All in favor, Motion carried.**

7. **Working Supervisor Report**-Jeff Wohlers was given the floor. Inventory has started. Snow removal training was conducted for new employees. Tree removal has been completed since there is no snow.

8. **Clerk’s Report**- reviewed. Mortenson answered questions on the Phase 1 and 2 of the environmental assessment at the Power Plant. Items questioned were would the garage on the RR property be removed, how much is contaminated, what will the building be used for. Some items are not known until the remediation is determined.

9. **Treasurer’s Report**
 - a. **November General Ledger**- reviewed.
 - b. **Checks Issued in November**- reviewed.

- c. **Pay Bills –Additional bills were added as highlighted. Motion was made by Weber, second by Omdahl to pay the bills as presented with checks #44408-44466. All in favor, Motion carried.**

10. Unfinished Business

- a.

11. New Business

- a. **Audit Presentation – Tracee Bruggeman presented the 2019 Audit report. The General Fund ended in a positive cash flow along with all the utilities except sewer. There are some deficiencies in the monitoring of special assessments and the debt service funds. Overall, the city finances look pretty good at the end of 2019. Motion was made by Golden, second by Buegler to approve the audit report as presented. All in favor, Motion carried.**
- b. **Resolution #12152020-01 Setting Final Tax Levy- Motion was made by Peterson, second by Golden to approve the resolution as presented. All in favor, Motion carried.**
- c. **Resolution #12152020-02 Approve General Fund Budget - Motion was made by Golden, second by Peterson to approve the resolution as presented. All in favor, Motion carried.**
- d. **Resolution #12152020-03 Approve Enterprise Budgets - Motion was made by Wimpfheimer, second by Buegler to approve the resolution as presented. All in favor, Motion carried.**
- e. **Resolution #12152020-04 USDA Loan Application - Motion was made by Golden, second by Peterson to approve the resolution as presented. All in favor, Motion carried.**
- f. **Resolution #12152020-05 Bremer Application - Motion was made by Wimpfheimer, second by Weber to approve the resolution as presented. All in favor, Motion carried.**
- g. **Overtime Report- Motion was made by Weber, second by Omdahl to approve the report as presented. All in favor, Motion carried.**
- h. **Ageing Report-reviewed.**

Committee Meetings –The Equipment Committee met to discuss purchases in 2021. Staff presented prices for a new pickup, dump trailer, snow blade and a few other items. Some items will be considered in the spring if necessary. The Committee recommendation is to purchase a Dodge Ram pickup for \$14,942, a dump trailer for \$9,990 and a snow blade for the Volvo payload for \$18,129.

Motion was made by Golden, second by Peterson to approve the purchases as recommended by the Equipment Committee. All in favor, Motion carried.

12. Future Agenda Item(s) –

13. Adjournment –Motion was made by Omdahl, second by Wimpfheimer to adjourn at 7:05 p.m. All in favor, Motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer

Mara Hanel
Mayor