



MINUTES – Warren City Council
Regular Meeting April 28, 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, John Golden, Jarod Peterson, Mark Wimpfheimer. Absent: Justin Buegler, Chris Derosier. Also present: Grant Peterson, Brent McMillan, Shannon Mortenson, Jarda Solc, Nancy Mattson. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. **Approval of Agenda-Under New Business: h. Pandemic Preparedness Plan. Motion was made by Peterson, second by Weber to accept the agenda with additions. All in favor, Motion carried.**
4. **Approval of Minutes- Motion was made by Wimpfheimer, second by Golden to approve the minutes from the April 14 council meeting. All in favor, Motion carried.**
5. **Engineer’s Report-** Solc updated council on the Parkview project. Taylor will be conducting a walk-thru with city staff the first part of May. There are some resident driveways that need an assessment completed. Solc was questioned if there is something else beside chip seal that can be used to preserve the roads. Chip seal is the most cost-effective way but he will provide some research on other options. There is a fog seal that may provide good value for the dollars.
6. **Working Supervisor Report-**MacMillan updated council-Street sweeping is being conducted since the snow is gone. Curb stops are being repaired. The gas regulator at North Star Manor will be changed out this week.
7. **Clerk’s Report-** Reviewed. Council appreciates the updates on how the city is working thru the pandemic and to keep updating.
8. **Treasurer’s Report**
 - a. **March General Ledger-**reviewed.
 - b. **Pay Bills –Motion was made by Peterson, second by Weber to pay the bills as presented with checks #43697-43724 and accept the report above. All in favor, Motion carried.**
9. **Unfinished Business**
 - a. **Resolution #03102020-01-**Golden updated council that he no longer has a financial interest in Northern Plains Property. He will still abstain from the motion due to a family connection. The resolution could not be moved on due to members being absent.

10. New Business

a. Resolution #04282020-01 Accepting Donation- Motion was made by Weber, second by Peterson to accept the resolution as presented. All in favor. Motion carried.

b. Disclosure and Conflict of Interest Policy-this disclosure was developed to provide a written statement of a conflict. Conflicts for elected officials are dictated by MN Statute so this disclosure follows the Statute. Once a conflict is disclosed, council action may allow the conflicted elected official to enter into contracts, transactions, etc. Discussion ensued over past conflicts and if this changes those decisions. The conflicts were provided at that time and approval given knowing the conflict and the councilmember abstained from all discussion and voting. Councilmember Weber feels the previous transactions were done inappropriately and doesn't want the city to get in trouble. The city attorney reviewed and advised on land sales in which they were lawful at the time. The conflict was disclosed and the councilmember did not use his position to sway the decision. Item was moved to Finance and Human Relations Committee for further review.

c. Accept Resignation –Motion was made by Golden, second by Wimpfheimer to regretfully accept the resignation of John Peterson effective May 1. All in favor. Motion carried. Councilmember Weber wanted to be sure an exit interview would be conducted. McMillan and Wohlers will take care of that task.

d. Campground Status – Today, campgrounds must remain closed per Governor's order. That could change as we get closer to summer and Mortenson will continue to monitor.

e. Camping Agreement with American Crystal- Motion was made by Peterson, second by Golden to enter into the agreement for campers during the sugar beet harvest. All in favor. Motion carried.

f. Summer Hires-two applications were received before the meeting-Brandon Miller and Sarah Finseth. **Motion was made by Wimpfheimer, second by Peterson to hire the summer workers as presented with the pay as recommended and allow the City Administrator to hire additional workers as needed or suspend employment if a facility can't be opened due to a Governor order. All in favor, Motion carried.**

g. Summer Hours for Full Time Staff-last summer hours were altered to Mon-Thurs. 7-4:30; Fri 7-11 with office until 12 noon. **Motion was made by Peterson, second by Golden to approve summer hours for 2020 running from Memorial Day to Labor Day. All in favor. Motion carried.**

h. Pandemic Preparedness Plan-the template was obtained from MN DEED. Having a plan will possibly allow for a quicker ramp up time to opening to the public. **Motion was made by Golden, second by Wimpfheimer to approve the plan as presented. All in favor. Motion carried.**



- 11. **Committee Meetings** – Finance and Human Relations met to discuss staffing in Public Works with a resignation and an upcoming retirement. The recommendation of the council is to hire two Public Works employees. **Motion was made by Golden, second by Weber, to accept the recommendation of hiring two public works employees. All in favor, Motion carried.**
- 12. **Future Agenda Item(s)** – Board of Review Remote Meeting May 12 6 PM
- 13. **Adjournment** – **Motion was made by Wimpfheimer, second by Peterson to adjourn at 8:02 p.m. All in favor, Motion carried.**

Shannon Mortenson
City Administrator/Clerk-Treasurer

Mara Hanel
Mayor