



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

3. **Approval of Agenda- Motion was made by Derosier, second by Buegler to accept the agenda as presented. All in favor, Motion carried.**
4. **Approval of Minutes- Motion was made by Golden, second by Wimpfheimer to approve the minutes from the August 25 meeting. All in favor, Motion carried.**
5. **Engineer’s Report-**Jarda Solc was given the floor. Solc met with McMillan to assess some streets in Warren. Taylor Amiot with be touching base with Zavoral to finish up the fixes on the Parkview project.
  - a. **Task Order #3-McKinley Path-**Solc presented the document to begin the Shared Use Path on McKinley. The project will cost \$250,000-270,000 and 80% of the funds are coming from MnDOT for Alternative Transportation. The path will be 8 feet wide and connect Good Samaritan Drive to Hwy. 1. Weber questioned the need to do the project and concerns with the State funding in 2021 for overall operations. He also expressed concern with starting the project and the State doesn’t have the money to pay for the project. Solc explained the funds have been allocated so the project will be paid from the State. As for the State funding overall to cities, that is an unknown. Hanel reminded council that the city surveys showed a desire for more pedestrian paths in the community and confirmed the 20% has been budgeted for 2021. Derosier was concerned if you don’t do this project now, the money may not be available later and could jeopardize future applications. - **Motion was made by Golden, second by Derosier to approve Task Order #3. All in favor, Weber opposed. Motion carried.**
6. **Operations Manager Report-**Brent McMillan was given the floor. Edwards Avenue was repaired by Olson Construction with drain tile and geo grid fabric incorporated into the street. There is no asphalt to give it time to settle thru winter. Fall work is progressing and the brush pile is getting full. Ryan Swanson has been flushing hydrants and fixed six of them. The new utility services have been completed to the car wash. There was an application submitted for a Community Forester position to help do tree inventory and various plans for tree sustainability. The program is like the GreenCorp program that the

city had a couple of years ago. A worker has been placed with Warren and will start the first part of October. The program does not cost the city anything and lasts for about 10 months. McMillan has also been looking for a GIS intern and has been collaborating with Lucas at AE2S. A recent graduate of the drone program in TRF is willing to come and do an internship. This individual worked on the thermal imaging of Warren. The highway project is nearing completion as paving will start tomorrow. The hangar project will start with dirt work tomorrow.

**7. Clerk's Report-** reviewed. Weber inquired on the program to fix up houses and use the thermal imaging. The Small Cities Development Program is administered by John Wynne and residents can request to see the scans for their residences, but it is not required for the funds. Weber was also wondering if we heard anything from the boring done by the MPCA; there has not been any word yet.

**8. Treasurer's Report**

- a. **August General Ledger**-tabled.
- b. **Checks Issued in August**-reviewed.
- c. **Pay Bills** –Bills were added as highlighted. **Motion was made by Weber, second by Buegler to pay the bills as presented with checks #44098-44156 and accept the report above. All in favor, Motion carried.**

**9. Unfinished Business**

- a. **Budget 2021**-There were not any changes made to the budget that was presented at the last meeting. Weber questioned why \$169,000 was budgeted in Intergovernmental Revenue when it is usually \$10,000. That amount is actual revenue taken in for 2020; a large part due to CARES funding. Mortenson will email members what actually is comprising the \$169,000 this year. **Motion was made by Golden, second by Wimpfheimer to approve the budget as presented. All in favor, Motion carried.**

**10. New Business**

- a. **Resolution #09152020-01 Proposed Tax Levy-** **Motion was made by Golden, second by Wimpfheimer to approve the resolution as presented. All in favor, Motion carried.**
- b. **MMUA Contract** –**Motion was made by Golden, second by Derosier to approve the contract as presented. All in favor, Motion carried.**
- c. **Appoint Planning and Zoning Commission Members-** **Motion was made by Golden, second by Derosier to appoint the members as presented. All in favor, Motion carried.**
- d. **Overtime Report-** **Motion was made by Wimpfheimer, second by Weber to accept the report as presented. All in favor, Motion carried.**
- g. **Ageing Report**-tabled.



**11. Committee Meetings – none.**

**12. Future Agenda Item(s) –**

**13. Adjournment – Motion was made by Weber, second by Buegler to adjourn at 7:50 p.m. All in favor, Motion carried.**

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

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**Mara Hanel**  
**Mayor**