



MINUTES – Warren City Council
Regular Meeting September 29, 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, Jarod Peterson, Chris Derosier. Absent: Justin Buegler. Also present, Shannon Mortenson, Nancy Mattson, Jarda Solc, Brent McMillan, Mike Strodtman. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. **Approval of Agenda-Under *New Business*:** d. Appoint Planning and Zoning Commission Member, e. Hire Intern. **Motion was made by Weber, second by Derosier to accept the agenda with changes. All in favor, Motion carried.**
4. **Approval of Minutes- Motion was made by Golden, second by Wimpfheimer to approve the minutes from the September 15 meeting. All in favor, Motion carried.**
5. **Engineer’s Report-**Jarda Solc was given the floor. The design of the shared use path has begun. Zavoral repaired and sealed the various cracks on the Parkview project. That project should be complete now.
6. **Operations Manager Report-**Brent McMillan was given the floor. The site prep has begun at airport project. Staff are working the sugar beet harvest so there is a skeleton crew. Weber asked who was going to paint the new curb bumps on the highway project since the plate is steel. Solc responded that they usually aren’t painted.
7. **Clerk’s Report-** reviewed.
8. **Treasurer’s Report**
 - a. **August General Ledger-**reviewed.
 - b. **Certificate of Deposit Renewal- Motion was made by Derosier, second by Golden to renew the Certificate of Deposit for 12 months at 0.5%. All in favor, Motion carried.**
 - c. **Budget vs Actual-**reviewed. Looks on track as most items should be at 75% expended.
 - d. **Pay Bills –**Bills were added as highlighted. **Motion was made by Wimpfheimer, second by Weber to pay the bills as presented with checks #44161-44189 and accept the reports above. All in favor, Motion carried.**
9. **Unfinished Business**
 - a. **Ageing Report-**reviewed.

10. New Business

a. Wellhead Protection Plan-Mike Stodtman from MN Rural Water was given the floor. He was presenting the public information meeting for the plan. Stage 1 is the data regarding the well the city receives their water supply from. It is a deep confined aquifer with a clay layer to provide a good filtering system. Due to this, the vulnerability of the well is low. He pointed out the Drinking Water Supply Management Map that will be the meat and potatoes of the plan as it defines that area of concern if the well is compromised. The plan will define how the city is going to protect the well and the water supply if something happens in the future. The Department of Health is in Warren tomorrow to begin the Stage 2 process.

b. Resolution #09292020-01 CARES Funding –Motion was made by Golden, second by Peterson to approve the resolution with spending attached as presented. All in favor, Motion carried.

c. Appoint Deputy Clerk-the Finance and HR Committee met to review the potential hire. The Committee recommends hiring Steve Reller. **Motion was made by Hanel, second by Golden to hire Steve Reller at Step 10 and accrue PTO time at Year 11 of service. All in favor, Motion carried.**

d. Appoint Planning and Zoning Committee Member- Motion was made by Peterson, second by Golden to appoint Josh Johnston. All in favor, Motion carried.

e. Hire Intern-Caleb Dyrud accepted the opportunity to intern for the city working on the GIS program to catalog utility infrastructure and importing LIDAR data. He graduated from the drone program and worked on the thermal imaging in Warren. **Motion was made by Golden, second by Wimpfheimer to hire Dyrud at \$15/hour working 2-3 days per week for 3 months. All in favor, Motion carried.**

11. Committee Meetings – Finance and Human Relations met to discuss the deputy clerk position.

12. Future Agenda Item(s) –

13. Adjournment –Motion was made by Derosier, second by Weber to adjourn at 7:35 p.m. All in favor, Motion carried.

Shannon Mortenson
City Administrator/Clerk-Treasurer

Mara Hanel
Mayor