



MINUTES – Warren City Council
Regular Meeting
December 26, 2023
Call to Order

A Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Travis Carl presiding. Council members present: Danny Omdahl, Justin Buegler, David Weber, Jarod Peterson. Absent: Mark Wimpfheimer, David Erickson. Also present: Shannon Mortenson, Brent McMillan, Matt Linder, Jarda Solc. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. **Approval of Agenda-Motion was made by Omdahl, second by Peterson to accept the agenda as presented. All in favor, Motion carried.**
4. **Approval of Minutes – Motion was made by Buegler, second by Omdahl to approve the minutes from the December 12 meeting. All in favor, Motion carried.**
5. **Engineer’s Report-** Jarda Solc was given the floor. He wished the council a Happy New Year and asked if they had any questions. No response.
6. **Operations Manager Report-** an ice storm has created very icy conditions. Staff have been out sanding. A fire hydrant was hit by a vehicle today. Unlike the movies, they do not gush water. The EV charger was delivered. This was purchased with a \$10,000 grant from Northern Municipal Power Agency (NMPA). The total cost was just under \$13,000. The first location considered was Centennial Park but that is getting full with activities. The charger will be installed at Westbridge by the electrical boxes outside. The installation should be minimal and there is concrete for parking. The installation will take place in the spring. The charger does have a credit card reader so the city will be charging for power used. Signage may be installed but the State is pretty particular with signage on State highways. There are apps that show where chargers are and those will be utilized.
7. **Clerk’s Report-** Reviewed.
8. **Treasurer’s Report**
 - a. **Pay Bills –Motion was made by Buegler, second by Peterson to pay bills with check #48206 – 48229. All in favor, Motion carried.**
9. **Unfinished Business**
 - a. **Website Agreement- Motion was made by Carl, second by Omdahl to not enter into an agreement to continue with the current website company. All in favor, Motion carried.**
 - b. **Resolution #11142023-01 Sale of Real Property – tabled.**
10. **New Business**
 - a. **Resolution #12262023-01 GroWarren Donations - Motion was made by Peterson, second by Weber to accept the resolution as presented. All in favor, Motion carried.**

b. Lease with North Valley at Westbridge –North Valley will be leasing 3,200 square feet at Westbridge to accommodate mental health services in which they have received funding. Flooring and painting will be completed in some of the areas. **Motion was made by Omdahl, second by Buegler to enter into the lease as presented. All in favor, Motion carried.**

c. Employee Evaluations- All evaluations were conducted and all received a positive rating. Recommendations were presented for step increases. There is a 3% cost of living adjustment for 2024. That amount is based on the Midwest CPI in August/September. **Motion was made by Peterson, second by Weber to approve the recommendations for wage increases as presented. All in favor, Motion carried.**

d. Website Proposals –Four companies submitted proposals to redesign and host the city website. Three companies were located within two hours of Warren; the fourth was from Winona, Minnesota. The Winona company was the least expensive but it is a stock template for municipal websites. The other companies would design a website unique to Warren. With all the great things happening in the city, it would be advantageous to have a website that portrays the progressive nature of the community. There are also on average 4,000 visits per month on the current site which means it is being used for information. The item was tabled until more council members were present.

11. Committee Meetings: None.

12. Future Agenda Item(s)-

13. Adjournment –**Motion was made by Peterson, second by Weber to adjourn at 7:39 p.m. All in favor, Motion carried.**

Shannon Mortenson
City Administrator/Clerk-Treasurer

Travis Carl
Mayor