



**MINUTES – Warren City Council**  
**Regular Meeting**  
**July 11, 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, David Erickson, Mark Wimpfheimer, Jarod Peterson. Absent: Justin Buegler, David Weber. Also present: Shannon Mortenson, Brent McMillan, Matt Linder, Jarda Solc, Nancy Mattson. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. **Approval of Agenda- Motion was made by Peterson, second by Erickson to accept the agenda as presented. All in favor, Motion carried.**
4. **Approval of Minutes –Motion was made by Wimpfheimer, second by Erickson to approve the minutes from the June 27 meeting. All in favor, Motion carried.**
5. **Engineer’s Report-** Jarda Solc was given the floor to update on the McKinley path. The deadline is Saturday, July 15. The path is being prepped for asphalt this week. The asphalt is a different grade than was spec’d but it is from a DOT project in the county. There will be a deduct of \$5.00 per ton. Council consensus was to approve the different grade of asphalt. The change order for \$8000 for putting rip rap around the culvert was based on 60 cubic yards of rip rap at \$120/cubic yard with additional labor. Council tabled the change order. Discussion took place on the drainage on McKinley and the uneven curbs. The project is a pedestrian path not a street improvement project so the existing curb was used. Some areas were replaced which will help with the drainage. The culvert is full of debris which Taggart will clean out.
6. **Operations Manager Report-**McMillan was given the floor. The water tower inspection was completed today. It was very clean for the age of the tower. City preparations for the fair week are taking place. Curbs are being painted including South Montana. There are supply chain issues with electric items. Some electric projects have been set aside due to no available parts or connectors.
7. **Clerk’s Report-** Mortenson updated council on the childcare project. There was a construction meeting held this morning. The building does need to be moved to the south to avoid utility lines. The architect is looking at the parking lot approaches to be sure we don’t have to redo the parking lot design. The submittal to DEED for the grant funding of \$210,000 will be done in July. The soil survey results were presented, and the area needs to be excavated and engineered fill brought in.
8. **Treasurer’s Report**
  - a. **May and June General Ledger-**reviewed.
  - b. **Pay Bills – Motion was made by Carl, second by Omdahl to pay bills with check #47673 – 47727 and approve the ledgers. All in favor, Motion carried.**
9. **Unfinished Business**

- a. **Resolution #06132023-01 Land Sale-** tabled due to absent members.

**10. New Business**

- a. **Resolution #7112023-01 Donation- Motion was made by Peterson, second by Erickson to approve the resolution as presented and accept the \$100 donation to the pool. All in favor, Motion carried.**
- b. **Overtime Report- Motion was made by Carl, second by Erickson to approve the report as presented. All in favor, Motion carried.**
- c. **Ageing Report – reviewed.**
- d. **Short Term Transfer to NSM-North Star Manor had three payrolls in June. Their payment for residents is not deposited until the 20<sup>th</sup> of the month. To meet the first July payroll, they need \$100,000 this week. It will be paid back when the Federal payments are received. The census has been over 40 and cash flow has been in the black it is just the stress of the three pay periods in one month. Motion was made by Peterson, second by Omdahl to approve the loan of \$100,000 to North Star Manor. All in favor, Motion carried.**

**11. Committee Meetings:** The *Public Works Committee* met to discuss the softball fields. WAO School District would like to take over the fields and do upgrades. They would like to consider a 50-year lease similar to the Rec Center one. The committee would like to have infrastructure changes approved prior, maintain standards year around, building maintenance would be the city’s responsibility on the outside, summer adult leagues can use the fields, mutually terminate agreement and hold harmless clause. Consensus was to move forward with a lease agreement which will need council approval. The *Finance and Human Relations Committee* met to discuss future staffing needs. Nothing was brought forward as it was a conceptual meeting.

**12. Future Agenda Item(s)-**

**13. Adjournment –Motion was made by Erickson, second by Omdahl to adjourn at 7:48 p.m. All in favor, Motion carried.**

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

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**Travis Carl**  
Mayor