

MINUTES

Warren City Council Regular Meeting February 9, 2010

Call to Order

A Regular Meeting of the Warren City Council was held commencing at 7:00 P.M. with Mayor Deb Myrfield presiding. Council members Amy Bartels, David Conely, Rodger Haugtvedt, Sheila Hoerner, David Maurstad and Deputy Clerk Nancy Holub were present. Also present were Joseph Boushee, Dave Weber, Wayne Larson, Tim Conely, Gene Roller, Mike Poolman and Linda Short. Following Roll Call, the Pledge of Allegiance to the American Flag was given.

3. **Approval of Agenda.** Myrfield asked if there were any corrections or additions to the agenda. Myrfield added item a, Fire Dept, item b, Mike Poolman, and Bartels added item n, N. 5th Street Lots, with the remaining items to be renumbered sequentially. **Moved by Bartels, seconded by Conely to approve the agenda as amended.** Motion carried unanimously.
4. **Approval of Minutes. Moved by Haugtvedt, seconded by Maurstad to approve the January 12, 2010 Council Meeting Minutes, the January 23, 2010 Special Meeting Work Session Minutes, and the January 27, 2010 Emergency Meeting Minutes as amended, and the February 3, 2010 Special Meeting Minutes.** Motion carried unanimously.

5. Business.

- a. **Fire Department** – Wayne Larson, Warren Fire Chief, presented the 2009 annual Fire Department report. Larson reported that the current officers are as follows: Assistant Fire Chiefs Rod Jorgenson & Tim Conely, Captains Bob Conely & Gene Roller, Secretary Lonnie Stauffenecker, Training Officer Jason Swope and Safety Officer Cole Wittman. Larson stated that there are 26 men on the firemen's roster and that there were 49 fire calls in 2009 of which 12 were structure fires, 6 grass fires, 12 rescue assists, 11 false alarms, 3 vehicle or equipment fires, 3 hazardous materials and 2 over heat/no fires. Larson also reported that 9 new firefighters have been given training and that all books and classes were paid for by state grant dollars. Larson stated that for 2010 the Fire Department needs include replacement of three (3) windows and tile floor in the back room at the fire hall. Council asked Larson to get bids for the projects and bring them back to council. Larson stated that the Fire Department will also need new extrication equipment, which would cost at least \$15,000 dollars and that that council should start planning for pumper replacement in the future.

b. Mike Poolman –

Moved by Bartels, seconded by Maurstad to close meeting at 7:24 p.m. due to possible pending litigation. Motion carried unanimously.

Moved by Hoerner, seconded by Conely to open the meeting at 7:48 p.m. Motion carried unanimously.

- c. **Vacation, Sick Leave & Overtime Reports** – Not available.
- d. **Bills** – Not available.
- e. **Ageing Report** – Council reviewed the report and directed staff to ensure that the policy regarding delinquent rental units is being followed.

Council recessed at 7:52 for 5 minutes.

- f. **Work Orders** – Council reviewed the report.
- g. **Remove C.T. Marhula From Signature Card-Frandsen Bank & Trust** – Holub stated that the paperwork had been completed after Marhula left, but Myrfield stated that the bank still had the old paperwork. Council consensus was to ensure that Marhula and any other former employees be removed from the signature card and that Myrfield be added.
- h. **Resolution to Accept Mayor’s Resignation and Abandon Deb Myrfield’s Council Seat – Moved by Hoerner, seconded by Bartels approve resolution #020910 accepting Mayor Kliner’s resignation, recognizing council’s appointment of Deborah Myrfield as Mayor, and abandoning Myrfield’s council seat.** Motion carried unanimously. Council directed staff to place an ad in the paper notifying the public of the vacant ward II council seat.
- i. **Appointment of President of Council** – Myrfield appointed Hoerner as President of Council.
- j. **Review of Committee Assignments** – Council set the committee assignments as follows:
 - Finance & Human Relations**-Myrfield (Chair), Bartels, Conely; Haugtvedt (Alt).
 - Community**-Conely (Chair), Bartels, Hoerner; Haugtvedt (Alt).
 - Public Works**-Haugtvedt (Chair), Hoerner, Maurstad; Bartels (Alt).
 - Utilities**-Maurstad (Chair), Myrfield, Conely; Hoerner (Alt).
- k. **Appointment of Directors to NMPA** – Myrfield stated that, in the interest of promoting continuity, she recommends temporarily appointing Jay Lizakowski as Director and David Maurstad as Advisor. Myrfield directed Holub to check if there are any audit issues regarding stipends and/or mileage reimbursements received from NMPA by city employees. **Moved by Hoerner, seconded by Bartels to approve resolution #020910-2 appointing Jay Lizakowski as temporary Director and David Maurstad as temporary Advisor to NMPA.** Motion carried unanimously.
- l. **Update on Recycling Bin Contamination** – Maurstad stated that the problem is on-going. Council consensus was that the best solution is to have the recycling bin attendant call the Sheriff if contamination is discovered.
- m. **Priority List-Water Drainage** – Maurstad stated that there are several low spots on streets around town. Council directed Haugtvedt to contact Jeff Wohlers and Roger Kostrzewski about the issue.

- n. **North 5th Street Lots** – Bartels stated that she doesn't feel the issue needs to go to committee as it has already been discussed at that level several times. Council consensus was to offer 25 feet to the adjacent homeowner to the North for purchase and determine how much has been offered to the new builders. Council directed staff to contact homeowners.
6. **Clerk's Report** – None available.
7. **Operation Superintendent's Report** – None available.
8. **Future Agenda Items.** Myrfield stated that some decisions need to be made regarding PL566 information that was sent out and suggested having Nick Drees from the Middle-Snake-Tamarac Rivers Watershed District attend the next council meeting to discuss the issue. A special council meeting was scheduled for Thursday, February 18 to teleconference with David Unmacht from Springsted regarding the City Clerk/Administrator position. Council also requested that Steve Emery from FS Engineering return to a future council meeting to discuss the 5th & 6th Street assessments.
9. **Adjournment** – Moved by Haugtvedt, seconded by Maurstad to adjourn at 8:49 p.m. Motion carried unanimously.

Nancy Holub, Deputy Clerk

Deborah Myrfield, Mayor