

**MINUTES OF THE REGULAR MEETING  
OF THE WARROAD CITY COUNCIL**

**January 28, 2013**

**CALL TO ORDER:**

Councilor Soderberg called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on January 28, 2013. ***Those Present:*** Councilors Jeff Parker, Dick Soderberg, Michele Vandal, and Kevin Thompson.

***Absent:*** Mayor Marvin

***Also Present:*** City Administrator Kathy Lovelace, City Staff Beth Carlson, City Attorney Steve Anderson, Wade Steinbring – Warroad Police Chief, Bethany Sundvor - Airport, Joy Bukowiec and Leon Hage - WRU, John Wynne – Wynne Consulting, Dennis Thompson and Scott Johnson – Warroad residents, and Bill Kirkeby - Warroad Pioneer.

**APPROVE AGENDA:**

***Councilor Parker moved to approve the meeting agenda with the tabling of 3e (Approval of Committee, Commission and Board member list), and the addition of 6b (Airport-to approve the purchase of a pickup w/snowplow pending a grant, and permission to proceed with the grant.)*** The motion was seconded by Councilor Thompson and carried unanimously.

**PUBLIC HEARING-SMALL CITIES DEVELOPMENT GRANT:**

Councilor Soderberg opened the Public hearing at 5:17p.m. John Wynne of Wynne Consulting provided information on the Small Cities Grant Application to be submitted to the Minnesota Department of Employment and Economic Development by February 28<sup>th</sup>, 2013. The pre-proposal requested funding in the amount of \$1,294,964. The project scope involves the rehabilitation of 25 owner occupied houses, rehabilitation/conversion of 22 rental units, rehabilitation of 10 commercial properties and general administration. It is hoped that the funds would be awarded before the end of April 2013 and the project contract is generally for a period of 30 months. John Wynne provided maps of the “target areas” for both the commercial and housing project areas. Mr. Wynne answered questions from both the city council and residents that attended. Mr. Wynne stated that the cap would be approximately \$20,000 for houses, \$35,000 for commercial, and \$16,000 per rental unit. Small Cities Grant dollars would pay between 62% - 65% of the amount submitted, leaving 35% - 38% to be covered by private funding, other state and/or federal funds.

There being no further discussion, Councilor Soderberg closed the Public Hearing and proceeded with the regular council meeting at 5:33p.m.

**SMALL CITIES DEVELOPMENT GRANT:**

***Councilor Vandal moved to approve the Local Government Resolution #2013-02, for the City of Warroad to act as the legal sponsor for the project contained in the Application.*** The motion was seconded by Councilor Parker and carried unanimously.

***Councilor Thompson moved to approve the Citizen Participation Plan to encourage citizens residing in the target area to participate.*** The motion was seconded by Councilor Vandal and carried unanimously.

***Councilor Vandal moved to approve the Resolution #2013-03, identifying “Slum and Blighting” conditions in the down town area.*** The motion was seconded by Councilor Thompson and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:****Approval of January 14th, 2013 Regular Council Minutes**

*Motion made by Councilor Parker to approve the January 14, 2013 regular Council Minutes as written.* Motion seconded by Councilor Vandal and carried unanimously.

**Two Council Members to Review February Bills**

Councilor Vandal and Councilor Thompson agreed to review the February bills prior to the February 11<sup>th</sup>, 2013 meeting.

**Approval of January 2013 Manual checks and Payroll.**

*Motion made by Councilor Vandal to approve the January 2013 Manual checks in the amount of \$115,036.18 (PR#4571 = \$7,809.36, PR E#854-855 = \$4,862.50, PR E#504780 = \$2,397.98, PR #4572-4586 = \$6,387.04, PR E#856-857 = \$1,774.36, PR E#504807 = \$28,708.06, PR E#4587-4592 = \$5,724.78, PR #4593-4595 = \$2,478.01, PR E#858-861 = \$20,780.94, and AP #36907-36910 = \$34,113.15).* Motion seconded by Councilor Thompson and carried unanimously.

**Final approval of 2013 Fee Schedule (tabled from 01/14/13 mtg)**

*Motion made by Councilor Vandal to approve the 2013 Fee Schedule.* Motion seconded by Councilor Thompson and carried unanimously.

**2012 Revenue/Expense Summary**

The Revenue & Expense Summary report through December 2012 was for information only.

*No action taken.*

**PUBLIC SAFETY ISSUES:****Ambulance – Review of Ambulance bids**

Joy Bukowiec and Leon Hage of the Warroad Rescue Unit presented council with the Ambulance bid recommendation. The bid recommendation consisted of the bid from North Central Ambulance Sales and Service for a 2013 McCoy Miller 156 SE Custom Type 1, Dodge 4X4 Ambulance for \$132,452.00 and the bid from Premier Specialty Vehicles for a 2013 Horton 157 Custom Type 1, Dodge 4X4 Ambulance for \$136,507.00. These bids include the trade-in of Warroad's 2006 Ambulance. Joy Bukowiec (EMS Manager) and Leon Hage (Volunteer EMS Co-director) recommended going with the low bid from North Central Ambulance Sales and Service.

*Motion made by Councilor Parker to accept the low bid from North Central Ambulance Sales and Service in the amount of \$132,452.00.* Motion seconded by Councilor Vandal and carried unanimously.

**UTILITY DEPARTMENT**

*No new business.*

**FORMALITIES/OTHER BUSINESS:****Knights of Columbus-Exempt Gambling Permit Request**

*Motion made by Councilor Vandal to approve the Knights of Columbus-Exempt Gambling Permit Request for March 23, 2013.* Motion seconded by Councilor Parker and carried unanimously.

**Airport-Approve purchase of pickup with snow plow and approval to proceed with a grant.**

Airport Manager Bethany Sundvor provided council with the bids for a new 2013 Chevrolet ¾ Ton Regular cab work truck with Boss plow for the airport. Manager Sundvor asked for approval to accept the bid for \$34,166.75 from Lake Country Chevrolet, pending a grant from Minnesota Department of Transportation. This grant will pay 2/3 of the cost leaving a balance for the City of \$11,388.92. Manager Sundvor also asked for approval to proceed with the grant.

*Councilor Vandal moved to proceed with the MN DOT grant application and to accept the bid from Lake Country Chevrolet in the amount of \$34,166.75 pending the grant award.* Motion seconded by Councilor Thompson and carried unanimously.

**ADJOURNMENT:**

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 28, 2013.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:51 p.m.

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Acting Mayor Dick Soderberg

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Beth Carlson, city staff*