

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

February 25, 2013

CALL TO ORDER:

Councilor Soderberg called the Regular Meeting of the Warroad City Council to order at 5:15p.m. on February 25, 2013. ***Those Present:*** Councilors Jeff Parker, Dick Soderberg, and Michele Vandal.

Absent: Mayor Marvin and Councilor Thompson

Also Present: City Administrator Kathy Lovelace, City Staff Beth Carlson, City Attorney Steve Anderson, Bethany Sundvor – Airport Manager, Ron Kleinschmidt - City Superintendent, Glenda Phillippe – WHRA, and Bill Kirkeby - Warroad Pioneer.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda as written. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of February 11, 2013 Regular Council Minutes

Motion made by Councilor Parker to approve the February 11, 2013 regular Council Minutes as written. Motion seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review March Bills

Councilor Vandal and Councilor Parker agreed to review the March bills prior to the March 11th, 2013 meeting.

Approval of February 2013 Manual checks and Payroll.

Motion made by Councilor Vandal to approve the February 2013 Manual checks in the amount of \$127,368.14 (PR E#504861 = \$27,687.90, PR E#4611-4616 = \$5,755.11, Voided PR# 4617, PR #4618-4620 = \$2,414.19, PR E#870-873 = \$20,417.11, and AP #36992-36999 = \$71,093.83). Motion seconded by Councilor Parker and carried unanimously.

January 2013 Revenue/Expense Summary

The Revenue & Expense Summary report through January 2013 was for information only.

No action taken.

Widseth Smith Nolting, Inc. – 2013 Stand Form Agreement

City Administrator Lovelace presented council with the 2013 Stand Form agreement. 2012 was presented also for comparison. Council asked for clarification on the differences in the pricing and if overhead is included on the 2013 Stand Form Agreement. City Administrator Lovelace will get clarification on those issues and also check the status of the close-out paperwork on the airport paving project.

Motion made by Councilor Vandal to table the 2013 – Architect/Engineer Agreement between the City of Warroad and Widseth Smith Nolting, Inc. for consulting services until the next regular council meeting. Motion seconded by Councilor Parker and carried unanimously.

PUBLIC SAFETY ISSUES:

No new business.

PORT AUTHORITY – APPROVAL OF FINANCIAL COMMITMENT FOR PROPOSED DEED GRANT:

City Administrator presented to council a letter from the Port Authority to the Minnesota Department of Employment and Economic Development. The letter states that the Port Authority will commit up to \$100,000 in funding to supplement the requested DEED funding for the rehabilitation of commercial, rental and residential properties.

Councilor Vandal moved to accept the Port Authority's financial commitment for the proposed DEED grant. The motion was seconded by Councilor Soderberg and carried unanimously.

UTILITY DEPARTMENT:

Training Request

Utility Superintendent Kleinschmidt asked for approval to send Jeff Hellquist to the MPCA (Minnesota Pollution Control Association) conference in Brooklyn Park, March 20-22, 2013. The cost will be \$300.00. Jeff Hellquist will be accepting an award for the city being in full compliance with no water/wastewater violations.

Motion made by Councilor Vandal to authorize Jeff Hellquist to attend the MPCA conference in Brooklyn Park, March 20-22, 2013. Motion seconded by Councilor Parker and carried unanimously.

Information on the New Casino Site

Utility Superintendent Kleinschmidt updated council as to the planning and work being done to determine feasibility and rates in providing utilities to the new casino.

No action taken.

FORMALITIES/OTHER BUSINESS:

City Administrator Lovelace requested a work session with council to discuss the annexation of the proposed casino property and other casino issues.

It was council consensus to schedule the Council Work Session for Monday, March 4th 2013 at 11:30 am.

ADJOURNMENT:

There, being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of February 25, 2013.*** The motion was seconded by Councilor Parker and carried unanimously. The meeting adjourned at 5:39 p.m.

Acting Mayor Dick Soderberg

Kathy A. Lovelace, City Administrator

Minutes prepared by: Beth Carlson, city staff