

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

May 28, 2013

CALL TO ORDER:

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

Absent: None

Also Present: City Administrator Kathy Lovelace and City Staff Beth Carlson, City Attorney Steve Anderson, Utility Superintendent Ron Kleinschmidt, Bethany Sundvor – Airport Manager, Nick Stickler – Park Supervisor, Brian Schaible – Warroad Senior Living Center, and Glenda Phillipe – WHRA & Roseau County.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of May 13, 2013 Council Minutes

Motion made by Councilor Thompson to approve the May 13, 2013 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review June Bills

Councilor Thompson and Councilor Soderberg agreed to review the June bills prior to the June 10th, 2013 meeting.

Approval of May 2013 Manual Checks and Payroll

Motion made by Councilor Vandal to approve the May 2013 manual checks and payroll in the amount of \$97,618.79 (DD E#505038 = \$29,847.36, PR Check #4703-4712 = \$5,338.98, Check #4713-4715 = \$2,384.48, #E905-908 = \$21,052.71, and AP #37307-37311 = \$38,995.26). Motion seconded by Councilor Parker and carried unanimously.

April 2013 Revenue/Expense Summary

The Revenue/Expense report through April 2013 was for information only.

COMMUNITY PARK CONSTRUCTION ISSUES-BRIAN SCHAIBLE:

Brian Schaible, from the Warroad Senior Living Center, requested the city take ownership of the new city park, ahead of the project commencing. The Warroad City Living Center has 501 c (3) status and cannot run the project receipts and expenses through their accounts without jeopardizing their 501 c (3) status.

The city council informed Mr. Schaible that once the park becomes a city project, it is also subject to the city's bidding process. Mr. Schaible would oversee the project and approve all invoices pertaining to the new park project. The city would set up a new fund to account for the receipts and disbursements.

It was council consensus to take ownership of the new city park ahead of the project commencing.

PARK BOARD

Recommendation to install a dock near the old Fire Station

Park Manager Nick Stickler presented council with a quote from Remer Iron Works in the amount of \$57,712.50 to install another dock system near the old Fire Station. Manager Stickler had tabled this request at the last council meeting, to see if grants were available to help with the project. There are no grants available for this year. Manager Stickler informed council that between the reserves set aside for the docks and the parks capital budget, there are enough funds to cover this new dock system.

Motion made by Councilor Parker to approve the estimate from Remer Iron Works, Inc. to supply and install the new dock system near the Old Fire Station in the amount of \$57, 712.50. Motion seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT:

No New Business.

FORMALITIES/OTHER BUSINESS:

Lawful Gambling Permit Application – Knights of Columbus

Motion made by Councilor Vandal to authorize the Special Event application from the Knights of Columbus for bingo on July 4th, 2013. Motion seconded by Councilor Thompson and carried unanimously.

Special Event Request – July 2-6th – Chamber of Commerce

Councilor Parker moved to approve the Special Event Request for the Chamber of Commerce 4th of July Celebration. Motion seconded by Councilor Vandal and carried unanimously.

Preliminary LGA Estimate

City Administrator Lovelace presented council with the preliminary LGA estimate showing an increase for Warroad over the LGA received last year.

For information only.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 28, 2013. The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:31 p.m.*

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Beth Carlson, city staff