

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

September 23, 2013

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 5:20p.m.on September 23, 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 Hellquist, City Attorney Steve Anderson, Utility Superintendent Ron Kleinschmidt, Glenda Phillipe – WHRA, Bethany Sundvor-Airport, Joy Bukowiec – Warroad Rescue, Dalene Monselroteu – NMPA, and Darryl Tvietbakk – NMPA General Manager.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the correction of the 4a to 4b typo. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of September 9, 2013 Council Minutes

Motion made by Councilor Parker to approve the September 9, 2013 regular Council Minutes as written. The motion was seconded by Councilor Soderberg and carried unanimously.

First meeting in October scheduled for October 15th.

City Administrator Lovelace reminded council that the first meeting in October will be on Tuesday, October 15th, as Monday the 14th is Columbus Day.

Two Council Members to Review October Bills

Councilors Thompson and Soderberg agreed to review bills before the October 15, 2013 meeting.

Approval of August Payroll and Manual checks

Motion made by Councilor Vandal to approve the September 2013 Manual checks and Payroll in the amount of \$122,870.90 (AP E#957-959 = 611.71, PR #4874-4879 = \$2,893.74, PR E#952-956 = \$21,321.58, DD #E505303 = \$28,166.41, PR #4880-4886 = \$5,031.67, PR #4887-4891 = \$2,641.10, PR E#960-963 = \$20,066.69, PR Void #4889 and AP #37742-37749 = \$42,138.00). Motion seconded by Councilor Thompson and carried unanimously.

2013 YTD Revenue/Expense Summary

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

Authorization to certify abatement costs for collection with taxes.

Motion made by Councilor Soderberg to approve certifying abatement costs of \$7,540.35, for court and clean up fees, (803 Steenerson St. N.), for collection with taxes. Motion seconded by Councilor Vandal and carried unanimously.

EMERGENCY SERVICES:

Ambulance – Authorization to send delinquent accounts to collection/revenue recapture.

Motion was made by Councilor Vandal authorizing the sending of eight delinquent ambulance accounts totaling \$5,594.02 to collection/revenue recapture. Motion seconded by Councilor Thompson and carried unanimously.

UTILITY DEPARTMENT:

Darryl Tvietbakk, NMPA General Manager – NMPA Presentation

Darryl Tvietbakk and Dalene Monselroteu of NMPA gave a presentation showing the past and current electric rates, and future projections of rates, improvements and funding needed to retain a reliable source of electrical energy. They asked council to sign a resolution extending the Power Sales Agreement set to expire on the later of (a) March 1, 2031 or (b) the date on which the Coyote Project is retired from service in accordance with the Project Agreement, to March 1, 2055.

Motion made by Councilor Vandal to table the resolution issue until the October 15th meeting. Motion seconded by Councilor Thompson and carried unanimously.

AT&T Antenna Lease on Water tower.

City Administrator Lovelace presented council with another lease agreement proposal from AT&T. City Attorney Steve Anderson is going to review the lease agreement.

Motion made by Councilor Soderberg to table discussion on the proposed lease agreement from AT&T, until the October 15th, 2013 meeting. Motion seconded by Councilor Parker and carried unanimously.

AIRPORT:

Airport Commission Minutes from 09/03/2013 Meeting (information only)

Airport manager Bethany Sundvor presented airport commission minutes from the September meeting. There was discussion about the state funded lighting projects.

No Action Taken

FORMALITIES/OTHER BUSINESS:

Request for approval of Library Representative for NWRL Meetings – Louise Dignan.

Councilor Parker moved to approve Louise Dignan as the Library Representative for NWRL meetings. Motion seconded by Councilor Vandal and carried unanimously.

Library Request for extra landscaping/garden work around library.

The library board recommended hiring Nancy Dunnell from Nancy's Greenhouse & Custom Gardening to do some landscaping around the library. Materials and labor were bid in the amount to \$1,800.00.

Councilor Soderberg moved to approve the bid from Nancy Dunnell of \$1,800 in materials and labor for landscaping around the library. Motion seconded by Councilor Vandal and carried unanimously.

Approval of 2013-2014 Liquor Licenses.

Councilor Vandal moved to approve the 2013-2014 Liquor Licenses as presented. Motion seconded by Councilor Soderberg and carried unanimously.

United States Coast Guard (Information only)

The United States Coast Guard wrote a letter to Mayor Marvin and the City of Warroad. Thanking the City of Warroad for its continued support of the United States Coast Guard and particularly the Coast Guard Auxiliary.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of September 23, 2013.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:33 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Beth Hellquist, city staff