

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

November 12, 2013

CALL TO ORDER:

Councilor Soderberg called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on November 12, 2013. *Those Present:* Councilors Dick Soderberg, Jeff Parker, Michele Vandal and Kevin Thompson.

Absent: Mayor Bob Marvin

Also Present: City Staff Kathy Lovelace and Amy Friesner, City Attorney Steve Anderson, Utility Superintendent Ron Kleinschmidt, Bethany Sundvor- Airport, Becky Buegler- LOW Soil and Water Conservation District, and Glenda Phillipe - WHRA.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of October 28, 2013 Council Minutes

Motion made by Councilor Thompson to approve the October 28, 2013 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of November Bills and NMPA Payment

Motion made by Councilor Vandal to approve the November 2013 bills including the NMPA Payment in the amount of \$610,271.54(E975-980 = \$317,136.38, PR Check #4929-4944 = \$8,299.43, DD #E505396 = \$28,257.58, and AP #37882-37980 = \$256,578.15). Motion seconded by Councilor Thompson and carried unanimously.

EMERGENCY SERVICES:

No New Business.

UTILITY DEPARTMENT:

Minutes of the November 5, 2013 Utility Commission Meeting

No Action Taken.

Authorization to attend a Superintendent's Technical and Operations Conference in St Cloud in December

Motion made by Councilor Thompson to authorize Utility Superintendent Ron Kleinschmidt to attend a Superintendent's Technical and Operations Conference in St Cloud December 10-12, 2013. Motion seconded by Councilor Parker and carried unanimously.

Authorization to send delinquent utility accounts to collection

Motion made Councilor Vandal to authorize to send five delinquent utility accounts totaling \$1,409.93 to collection. Motion seconded by Councilor Thompson and carried unanimously.

AIRPORT:

Airport Commission Recommendation for engineering consulting services

The FAA requires any airports that receive Federal or State funding to request proposals for engineering consulting services every five years. Requests were sent out and after review, three companies were interviewed. Following the interviews, the Airport Commission is recommending that KLJ Engineering be used for engineering consulting services. This is not a committed contract for five years and can be changed if the company does not work out for the airport.

Motion made by Councilor Parker to accept the Airport Commission recommendation to use KLJ Engineering for engineering consulting services. Motion seconded by Councilor Vandal and carried unanimously.

OTHER BUSINESS:

MN Energy proposal for gas service to Highland Park Second Addition

City Administrator Kathy Lovelace presented a price for the cost of installation of gas services to 12 lots in the Highland Park Second Addition on the west side of town. She asked for council consensus to proceed with consideration of the project. She would next contact property owners affected and ask if they would be interested in paying a portion of the cost. The cost to the empty city lots would be added to the price of the lot. After contacting property owners, the council would then be asked for the next step.

It was council consensus for City Administrator Kathy Lovelace to contact property owners in the Highland Park Second Addition to gauge interest in gas service installation.

Request for assistance from the "Keep It Clean- Lake of the Woods" Committee

Becky Buegler, representing the LOW Soil and Water Conservation District gave council information on their 'Keep It Clean- Lake of the Woods' program and asked if the city would be willing to pay half of the refuse removal costs if a dumpster were placed at the point for garbage removal from the lake during ice-fishing season. If any problems arose with unauthorized dumping, the dumpster could be removed.

Motion made by Councilor Parker to help pay the costs of refuse removal from a dumpster placed at the point to support the efforts of the Lake of the Woods Soil and Water Conservation District's 'Keep It Clean- Lake of the Woods' campaign. Motion seconded by Councilor Vandal and carried unanimously.

Reminder...Truth-in-Taxation Meeting set for November 25th at 6:00pm

No Action Taken.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of November 12, 2013.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:42 p.m.

Acting Mayor, Dick Soderberg

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff