

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

April 14, 2014

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on April 14, 2014.

Those Present: Councilors Dick Soderberg, Michele Vandal, Jeff Parker and Kevin Thompson.

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff Amy Friesner, Ron Kleinschmidt- Utilities Superintendent, Bill Kirkeby – Warroad Pioneer, Steve Emery – Widseth Smith Nolting, Glenda Phillipe – WHRA, and Wade Steinbring – Warroad Police Chief.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 6h – Acceptance of Resignation and 8a – Ordinance Update. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of March 24, 2014 Regular Council Minutes

Motion made by Councilor Parker to approve the March 24, 2014 regular Council Minutes as written. Motion seconded by Councilor Thompson and carried unanimously.

Approval of April 2014 Bills and NMPA Payment.

Motion made by Councilor Vandal to approve the April 2014 bills and NMPA payment in the amount of \$708,497.38 (PR#5120-5140 = \$12,516.51, E#1037-1046 = \$345,881.73, PR E#505717, 505725 = \$33,453.26, and AP #38424-38524 = \$316,645.88). Motion seconded by Councilor Parker and carried unanimously.

EMERGENCY SERVICES:

No items for discussion at this time.

COMMUNITY PARK:

Authorization for Mayor and City Administrator to sign Warroad Park Development – Phase I agreement with selected contractor.

The contract for the Community Park project has been signed by the contractor. City Administrator Kathy Lovelace asked council for authorization for the Mayor and herself to sign the agreement.

Motion made by Councilor Soderberg to authorize the Mayor and City Administrator to sign the contractor agreement for the Warroad Park Development – Phase I. Motion seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT**Minutes of the April 8, 2014 Utility Commission Meeting**

No Action Taken.

Recommendation for Annual Crack Seal Bids

Motion made by Councilor Thompson to accept the 2014 low quote as presented for crack seal from Northwest Asphalt Maintenance, Inc. Motion seconded by Councilor Vandal and carried unanimously.

Recommendation for Annual Striping Bids

Motion made by Councilor Vandal to accept the 2014 low quote for painting/striping from Minnesota Sealcoating as presented. Motion seconded by Councilor Soderberg and carried unanimously

Recommendation for Misc Equipment and Material Bids

Motion made by Councilor Thompson to accept the only quote for Misc Equipment and Material Bids from Laznicka Construction as presented. Motion seconded by Councilor Soderberg and carried unanimously

Recommendation for 2014-15 Electric Rates

Utility Superintendent Ron Kleinschmidt recommended to keep electric rates the same for 2014-15 except for the Minnkota surcharge increase of 1mil.

Motion made by Councilor Soderberg to adopt Resolution 2014-03 Adopting Retail Power Rates as presented. Motion seconded by Councilor Vandal and carried unanimously.

NMPA Resolution

Utility Superintendent Ron Kleinschmidt asked Council to adopt a resolution naming him as director and Kevin Hanson as the advisor to NMPA for a twelve month period beginning May 1, 2014.

Motion made by Councilor Parker to adopt a resolution naming Utility Superintendent Ron Kleinschmidt as director and Kevin Hanson as the advisor to NMPA. Motion was seconded by Councilor Vandal and carried unanimously.

Authorization to proceed with Plans & Specs/ Set Bid Opening Date/ Advertise for bids for Riverview St Project

Council was presented the plans & specs for the Riverview Street project. It will include water, sanitary sewer, storm sewer and street replacement. Steve Emery of Widseth Smith Nolting asked for authorization to file plans & specs, set the bid opening date for May 8, 2014 and advertise for bids.

Motion made by Councilor Parker to authorize to proceed with plans & specs, set bid date and advertise for bids for the Riverview St Project. Motion seconded by Councilor Thompson and carried unanimously.

Resignation and authorization to advertise for replacement

Utility Superintendent Ron Kleinschmidt asked the Council to accept the resignation of utility secretary Brittany Fish and authorize to begin advertising for her replacement.

Motion made by Councilor Parker to accept the resignation of Brittany Fish and begin advertising for her replacement. Motion was seconded by Councilor Vandal and carried unanimously.

AIRPORT

No items for discussion at this time.

OTHER BUSINESS**Ordinance Update**

City Administrator Kathy Lovelace stated that the general provision for maximum fines for ordinance violation is now \$1000 and recommended that the city update the related ordinances.

Motion made by Councilor Parker to update the general maximum fine for violation of ordinances to \$1,000. Motion seconded by Councilor Vandal and carried unanimously.

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of April 14, 2014.*** The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:37 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff