

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

July 28, 2014

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:17p.m.on July 28, 2014.

Those Present: Mayor Marvin, Councilors Dick Soderberg, Kevin Thompson, and Jeff Parker.

Absent: Councilor Michele Vandal

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Ron Kleinschmidt- Utilities Superintendent, Bill Kirkeby – Warroad Pioneer, Bethany Sundvor – Airport, Kevin Bruce – Resident, Glenda Phillipe – Roseau County, Ashton Reardon - Resident, and Warroad Police Chief Wade Steinbring.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 4b – KLJ Project Status, 7c – Special Olympics Request, and 7d – Informational Handout. The motion was seconded by Councilor Thompson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of July 14, 2014 Regular Council Minutes

Motion made by Councilor Thompson to approve the July 14, 2014 Regular Council Minutes as written. Motion seconded by Councilor Soderberg and carried unanimously.

Two Council Members to Review August Bills

Councilors Thompson and Parker agreed to review the August bills prior to the August 11, 2014 meeting.

Approval of July 2014 Manual checks and Payroll.

Motion made by Councilor Thompson to approve the July 2014 Manual checks and payroll in the amount of \$210,309.62(PR E#505956 = \$29,164.64, PR#5292-5309 = \$11,671.74, E#1101-1104 = \$23,289.11, and AP #38863-38871 = \$146,184.13). Motion seconded by Councilor Soderberg and carried unanimously.

PUBLIC SAFETY ISSUES:

None at this time.

AIRPORT

Minutes from July 7, 2014 Meeting

The minutes from the July 7, 2014 Airport Commission Meeting were presented for information only. The airport manager clarified that the airport land being farmed will become an issue when the perimeter fence is installed. The farmer will be notified with a letter about the issue.

No action taken.

KLJ – Project Status Update

An update from the airport engineer for each project was presented for information.

No action taken.

UTILITY DEPARTMENT

Authorization to send delinquent utility accounts to collection

Motion made by Councilor Parker to authorize to send six delinquent utility accounts totaling \$2,161.68 to collection. Motion seconded by Councilor Soderberg and carried unanimously.

PLANNING COMMISSION VARIANCE RECOMMENDATIONS

807 Lake Street NW

Councilor Thompson explained that due to the shape of the lot and the limited space for a deck, the Planning Commission is recommending that the variance request for 807 Lake St NW be granted due to ‘Practical Difficulties’.

Motion was made by Councilor Soderberg to approve the request for variance for 807 Lake St NW. Motion seconded by Councilor Parker and carried unanimously.

401 Washington St SE

Councilor Thompson explained that due to the shape of the lot and the limited space for garage placement to still gain access from the existing driveway, the Planning Commission is recommending that the variance request for 401 Washington St SE be granted due to ‘Practical Difficulties’.

Motion was made by Councilor Parker to approve the request for variance for 401 Washington St SE. Motion seconded by Councilor Soderberg and carried unanimously.

OTHER BUSINESS

Cell phone co. request to put antennas on water tower

City Administrator Kathy Lovelace stated that she had been approached in June by a representative of Verizon Wireless about placing antenna(s) on the water tower. She informed him that the council would have to see a detailed proposal in order to consider allowing it. She then received a request for the council to allow a ‘right of entry’ for Verizon to look at the site.

Motion made by Councilor Parker to approve the ‘right of entry’ only as requested by Verizon Wireless. Motion seconded by Councilor Thompson and carried unanimously.

Library Board request for improvements

The library board is requesting authorization to replace the carpet in the library. It is the original carpet except in the entry hall, but when the entry hall carpet was replaced, a lip between the carpet and tile was created. The low bid from Thief River Falls Paint and Glass for \$21,314.55 includes the cost to remove the lip in the entry hall.

Motion made by Councilor Thompson to replace the carpet at the library and accept the low bid from Thief River Falls Paint and Glass. Motion seconded by Councilor Soderberg and carried unanimously.

Special Olympics Request

City Administrator Kathy Lovelace stated that Warroad has been picked as a possible site for the Special Olympics Polar Plunge fundraiser tentatively scheduled for March 15, 2015. Representatives of the Special Olympics will come to Warroad to consider possible sites. If they decide to proceed, they will fill out a special event request for council consideration.

No Action Taken.

Informational Handout

Mayor Marvin gave council some information regarding economic development and asked them to review it and note any questions for possible future discussion.

No Action Taken

ADJOURNMENT:

There being no further business, ***Councilor Soderberg moved to adjourn the Regular Meeting of the Warroad City Council of July 28, 2014.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:48 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner – city staff