

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

**August 25, 2014**

**CALL TO ORDER:**

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15 pm on August 25, 2014. *Those Present:* Mayor Marvin, Councilors Dick Soderberg, Michele Vandal, Kevin Thompson, and Jeff Parker.

*Absent:* None

*Also Present:* City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Ron Kleinschmidt- Utilities Superintendent, Bethany Sundvor – Airport, Jamie Bender - Resident, and Warroad Police Chief Wade Steinbring.

**APPROVE AGENDA:**

*Councilor Vandal moved to approve the meeting agenda with the addition of 4a – Airport Commission Minutes, 4b – Pre-authorization to sign FAA Grant, and 6b – Resignation.* The motion was seconded by Councilor Thompson and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of August 11, 2014 Regular Council Minutes**

*Motion made by Councilor Parker to approve the August 11, 2014 Regular Council Minutes as written.* Motion seconded by Councilor Vandal and carried unanimously.

**Two Council Members to Review September Bills**

Councilors Soderberg and Parker agreed to review the September bills prior to the September 8, 2014 meeting.

**Approval Manual Checks**

*Motion made by Councilor Vandal to approve the August 2014 Manual checks and payroll in the amount of \$67,135.25 (PR E#506013 = \$29,054.10, PR#5336-5352 = \$10,100.22, E#1116-1119 = \$21,620.02, and AP #38971-38976 = \$6,360.91).* Motion seconded by Councilor Thompson and carried unanimously.

**PUBLIC SAFETY ISSUES:**

**Police – Authorization for new full-time officer**

Police Chief Wade Steinbring asked council for authorization to move part-time officer Brenden Sandy into the currently open full-time position. He has worked two years as a part-time officer in Warroad. At this time, the part-time opening that will be created will not be filled.

*Motion made by Councilor Parker to move Brenden Sandy into the full-time officer opening.* Motion seconded by Councilor Vandal and carried unanimously.

**Police – E-Charging**

Police Chief Wade Steinbring asked for authorization to implement an E-charging system for the Warroad Police Department. This would enable the officers to file charges on-line for criminal complaints and DWI's rather than having to appear in-person in Roseau and save fuel costs. The cost would be \$100 for the initial equipment and then a \$15 per month charge after that.

*Motion made by Councilor Thompson to set up the police department to use the E-Charging system.* Motion seconded by Councilor Soderberg and carried unanimously.

**Police – Review and Accept bids for disposal of vehicles**

Police Chief Wade Steinbring presented a summary of bids received for seven impounded vehicles that were advertised for disposal. Philip Lystad was the high bidder on all vehicles except one. Theresa Garbe was the other high bidder. He recommended the acceptance of the bids.

*Motion made by Councilor Parker to accept the bids for the disposal of impounded vehicles as presented.* Motion seconded by Councilor Vandal and carried unanimously.

**AIRPORT****Airport Commission Minutes**

For information only, *No Action Taken*

**Pre-Authorization to sign FAA Grant**

Airport manager Bethany Sundvor stated that the FAA grants dealing with the reimbursement of the environmental project for the perimeter fence and the taxiway sealcoat project are in the process of payout. The FAA has asked that the project authorization be pre-approved to expedite payment.

*Motion made by Councilor Parker to pre-authorize the FAA Grant to expedite processing.* Motion seconded by Councilor Vandal and carried unanimously.

**UTILITY DEPARTMENT**

*None at this time.*

**PARK & REC****Approval of Resolution No. 2014-06 – Outdoor Recreation Grant**

City Administrator Kathy Lovelace asked council to adopt Resolution No. 2014-06 - Outdoor Recreation Grant to allow the city to apply for grant money to target the repair/rebuild of the old bathhouse.

*Motion made by Councilor Parker to adopt Resolution No. 2014-06 – Outdoor Recreation Grant.* Motion seconded by Councilor Soderberg and carried unanimously.

**Resignation**

City Administrator Kathy Lovelace received Park Manager Nick Sticklers resignation. His last day will be September 12, 2014. She asked for authorization to post the position internally first. If there are no qualified current employees that apply, the position will be advertised externally.

***Motion made by Councilor Parker to accept Nick Stickler's resignation and to authorize the city administrator to post the position internally and begin training if possible.*** Motion seconded by Councilor Thompson and carried unanimously.

**OTHER BUSINESS****Request from school to put antennas on Liquor Store**

City Administrator Kathy Lovelace stated that the school has asked to put antennas on the liquor store to help network connections between the high school and the alternative learning center. The cost would be the schools. There was discussion as to other installation sites other than the roof and what kind of legal agreement would be needed.

***Motion made by Councilor Vandal to authorize the city superintendent and administrator to work with the school about the placement and the agreement needed.*** Motion seconded by Councilor Soderberg and carried unanimously.

**ADJOURNMENT:**

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of August 25, 2014.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:50 p.m.

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Mayor Bob Marvin

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Amy Friesner – city staff*