

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

September 8, 2014

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on September 8, 2014. ***Those Present:*** Councilors Dick Soderberg, Michele Vandal, Kevin Thompson and Jeff Parker.

Absent: None

Also Present: City Staff Amy Friesner, City Administrator Kathy Lovelace, City Attorney Steve Anderson, Ron Kleinschmidt- Utilities Superintendent, Bill Kirkeby – Warroad Pioneer, Bethany Sundvor – Airport, Glenda Phillipe, Bradley Peterson – Coalition of Greater Minnesota Cities, Todd Kleinschmidt and Damian McMillin – Warroad Fire Department, Matt Rachuy – Park and Wade Steinbring – WPD.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 8c – Campground refuse collection. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of August 25, 2014 Council Minutes

Motion made by Councilor Parker to approve the August 25, 2014 Regular Council Minutes as written. Motion seconded by Councilor Soderberg and carried unanimously.

Approval of August Bills and NMPA Payment

Motion made by Councilor Soderberg to approve the August 2014 bills and NMPA payment in the amount of \$1,058,351.31 (PR#5353-5371) = \$10,159.99, E#1120-1128 = \$342,841.35, PR E#506041 = \$34,497.09, and AP #38977-39075 = \$670,852.88). Motion seconded by Councilor Parker and carried unanimously.

Revue of August Revenue & Expenditure Summary

The Revenue & Expense Summary report through August 2014 was for information only.

No action taken.

Review and Approval of 2015 Preliminary Budget

Council was presented a draft of the preliminary 2015 budget for review. Local Government Aid will be reduced. The draft included an overall increase of 8.81% over last year's levy. The consideration of using reserves for water/street projects rather than recouping the costs was discussed. Options related to a cost of living increase were presented.

It was council consensus to continue budget discussion at the next regular council meeting.

CGMC ANNUAL UPDATE – Bradley Peterson, Senior Attorney/Lobbyist

Bradley Peterson of the Coalition of Greater Minnesota Cities updated the council on recent legislative action and coalition projects related to Local Government Aid (LGA), Economic Development, and Transportation.

No Action Taken.

EMERGENCY SERVICES:

Fire Dept – Approval of Proclamation – Fire Prevention Week

Motion made by Councilor Vandal to recognize October 5-11, 2014 as Fire Prevention Week. Motion seconded by Councilor Soderberg and carried unanimously.

UTILITY DEPARTMENT

September 2, 2014 Utility Commission Minutes

For information only- No action taken.

Utility Commission Recommendation for bare ground acquisition policy

Utility Superintendent Ron Kleinschmidt stated that it was the utility commission recommendation to offer the Casino options as to how they want to pay the \$600,000 bare ground acquisition costs paid by the city for service to the new casino property. They recommend that the city attorney negotiate an agreement.

It was council consensus to allow city attorney Steve Anderson to negotiate a payback schedule with casino representatives for the recouping of costs related to the bare ground acquisition of new casino property.

AIRPORT

Authorization to advertise for position

City Administrator Kathy Lovelace presented council a job description draft for an airport/park assistant manager position. With the resignation of the park manager and the internal filling of that position, it allowed a review of the requirements of the airport assistant manager position that was vacated. There is a need for some assistance at the park on some weekends and during the summer months. That is the slow time at the airport. The airport manager, park manager and airport assistant manager were asked about the possibility to create a position of Airport/Park Assistant Manager. This would be 75% airport and 25% park.

Motion made by Councilor Thompson to authorize City Administrator Kathy Lovelace to proceed with advertising for the Airport/Park Assistant Manager position. Motion seconded by Councilor Vandal and carried unanimously.

OTHER BUSINESS

Special Event Request – Seven Clans Casino

A special event request was submitted by Seven Clans Casino for a fireworks display on September 20, 2014. They would like to use the point parking lot for the launching site. The lot could be open all day for boat launching access but vehicles would have to be parked in the overflow lot. Council members voiced concerns about vehicle, boat, and pedestrian traffic during the display. Both the fire chief and police chief stated that they would be involved with safety and had discussed this with the contractor. The Border Patrol will be contacted about boat traffic.

Motion made by Councilor Parker to authorize the Special Event Request for Seven Clans Casino fireworks on September 20, 2014 with the stipulation that Fire/Police/Border Patrol are involved. Motion seconded by Councilor Thompson and carried unanimously.

Discussion/Plan for removal of temporary levy

City Administrator Kathy Lovelace stated that the lake levels are now down within normal operating levels. She asked for council authorization to remove the temporary levy and advertise for bids for the trucking to return the jersey barriers.

Motion made by Councilor Parker to proceed with the removal of the temporary levy as discussed. Motion seconded by Councilor Soderberg and carried unanimously.

Campground Refuse Collection

Park manager Matt Rachuy stated that park policy would be changing so that campers would be responsible to take their own garbage to a designated area rather than having crews pick it up at the site. He would like to build a fenced in area to hold two to three dumpsters that would be accessible to the campers. He would like to get some estimates.

It was council consensus to allow park manager Matt Rachuy to proceed with the project.

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of September 8, 2014.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:37 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff