

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

September 22, 2014

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15 pm on September 22, 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, Glenda Phillipe, Matt Rachuy – Park, and Justin Kroeger – Flexible Benefits.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of September 8, 2014 Regular Council Minutes

Motion made by Councilor Soderberg to approve the September 8, 2014 Regular Council Minutes as written. Motion seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review October Bills

Councilors Soderberg and Vandal agreed to review the October bills prior to the October 14, 2014 meeting.

First Council Meeting in Oct to Tuesday 10/14 due to Columbus Day Holiday

It was Council consensus to move the first regular council meeting in October to October 14, 2014 due to the Columbus Day Holiday.

Approval Manual Checks

Motion made by Councilor Vandal to approve the September 2014 Manual checks and payroll in the amount of \$380,475.19 (PR E#506069 = \$28,254.74, PR#5372-5383 = \$8,552.93, E#1129-1138 = \$53,088.87, and AP #39076-39088 = \$290,578.65). Motion seconded by Councilor Thompson and carried unanimously.

Review/Approval of New On-Sale Liquor License

The City received an application for a new on-sale liquor license for The Phoenix Restaurant and Lounge. It will be in the old Danny's Pizza building located south of the Dairy Queen. This would be prorated for just one month then will need to be renewed with the rest of the licenses for November 1. This would not count toward the limit of four liquor licenses since they will be serving food also. All background work has been done.

Motion made by Councilor Vandal to approve the prorated on-sale liquor license for The Phoenix Restaurant and Lounge. Motion seconded by Councilor Soderberg and carried unanimously.

Review/Approve 2014-2015 Liquor Licenses

Motion made by Councilor Vandal to approve 2014-2015 Liquor licenses as presented pending receipt of all necessary paperwork. Motion seconded by Councilor Soderberg and carried unanimously.

Review/Approve 2015 Preliminary Levy

City Administrator Kathy Lovelace presented the 2015 preliminary budget for review and adoption. She stated that the budget committee recommended a 5.01% increase over last year's budget. This leaves some room for variables that may arise before December. She reminded council that the amount could be decreased but not increased before December when the final levy is submitted.

Councilor Soderberg moved to approve the Preliminary Budget to the County with a total Levy increase of 5.01%. Motion was seconded by Councilor Thompson and carried unanimously.

HEALTH INSURANCE REVIEW – Justin Kroeger, Flexible Benefits Administrators

Justin Kroeger of Flexible Benefits Administrators, the city's insurance administrator, stated that due to the overall health of the city employees, there will be no increase in health insurance premium costs for 2015.

No Action Taken

PUBLIC SAFETY ISSUES:**Authorization to send delinquent EMT Class tuition bill to collection**

One of the students of the recently held EMT class did not finish, but had signed the papers agreeing to pay the fees. He attended a majority of the class and was billed for the tuition as agreed, but has not paid to date.

Motion made by Councilor Vandal to send delinquent EMT class tuition bill to collection. Motion seconded by Councilor Soderberg and carried unanimously.

AIRPORT**Airport Commission Minutes**

The slurry seal coat on the taxiway is complete

No Action Taken

UTILITY DEPARTMENT**Authorization to send delinquent utility accounts to collection**

Motion made by Councilor Soderberg to authorize to send five delinquent utility accounts totaling \$2,861.39 to collection. Motion seconded by Councilor Thompson and carried unanimously.

PARK & REC

Dumpster installation/location change

Park Manager Matt Rachuy stated that the location of the new campground refuse collection site will be moved to the north side of the fish cleaning facility across the street. The move is due to the concern of the nearness of the previously discussed site to residential homes.

No Action Taken.

OTHER BUSINESS**Authorization to sell 25' lot**

City Administrator Kathy Lovelace stated that she was approached by a representative of Marvin's Windows and Doors about the purchase of a 25' lot located in the Highland Park Addition. The lot is not a buildable lot due to its size. Marvin's owns the property on both sides and has interested buyers.

Motion made by Councilor Parker to authorize to sell the discussed 25' lot to Marvin's for the cost of incurred selling fees. Motion seconded by Councilor Soderberg and carried unanimously.

Authorization for Exempt Gambling Permit – Bingo/St Mary's Catholic Church

Motion made by Councilor Vandal to authorize, as done in the past, the exempt gambling permit application for bingo/raffle at St Mary's Catholic Church on November 22, 2014. Motion seconded by Councilor Thompson and carried unanimously.

ADJOURNMENT:

There being no further business, *Councilor Soderberg moved to adjourn the Regular Meeting of the Warroad City Council of September 22, 2014.* The motion was seconded by Councilor Vandal and carried unanimously. The meeting adjourned at 5:42 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner – city staff