

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

December 8, 2014

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 6:00p.m.on December 8, 2014.

Those Present: Mayor Marvin, Councilors Dick Soderberg, Michele Vandal and Kevin Thompson.

Absent: Councilor Jeff Parker

Also Present: City Staff Kathy Lovelace and Amy Friesner, City Attorney Steve Anderson, Jeremy Hahn- Airport, Police Chief Wade Steinbring, and Kent Peterson and residents of Springsteel.

APPROVE AGENDA:

Councilor Thompson moved to approve the meeting agenda with the addition of 4e- November Revenue/Expenditure Summary, and 8b- Audit – Understanding of Services. The motion was seconded by Councilor Vandal and carried unanimously.

CALL TO ORDER THE TRUTH-IN-TAXATION PUBLIC MEETING:

Mayor Marvin called the Truth-in-Taxation Public meeting to order at 6:02pm on December 8, 2014.

No City residents were on hand with any concerns.

Councilor Vandal moved to close the Truth-in-Taxation Public meeting at 6:05pm on December 8, 2014. Motion seconded by Thompson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of November 24, 2014 Council Minutes

Motion made by Councilor Soderberg to approve the November 24, 2014 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of December Bills and NMPA Payment

Motion made by Councilor Vandal to approve the December 2014 bills including the NMPA Payment in the amount of \$797,019.97(E1174-1187 = \$383,685.28, PR Check #5446-5458 = \$9,652.37, DD #E506224 = \$31,515.97, and AP #39354-39440 = \$372,166.35). Motion seconded by Councilor Soderberg and carried unanimously.

Approval of 2015 Budget/ Tax Levy

Motion made by Councilor Thompson to approve the 2015 Budget/ Tax Levy as presented which would result in no increase. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of 2015 Cigarette Licenses

Motion made by Councilor Soderberg to approve the 2015 Cigarette Licenses as presented. The motion was seconded by Councilor Vandal and carried unanimously.

2014 YTD Revenue/Expense Summary

The Revenue and Expense Summary report through November 2014 was for information only.

EMERGENCY SERVICES:

Ambulance- Notification of AFG Grant Submission

Joy Bukowiec of the Warroad Rescue Unit informed council that she had submitted a grant application through AFG (assistance to firefighters) for two cardiac monitors. If approved, the council would have the option to accept the grant and pay a portion of the cost (5%).

No Action Taken.

Ambulance- Authorization for annual rate increase

Motion made by Councilor Soderberg to authorize a 5% increase in ambulance call services for 2015 as recommended by the ambulance billing service. The motion was seconded by Councilor Vandal and carried unanimously.

Fire Dept - Authorization to send delinquent account to collection

Motion made by Councilor Vandal to authorize to send two delinquent fire calls to collection. The motion was seconded by Councilor Soderberg and carried unanimously.

UTILITY DEPARTMENT:

Utility Commission Minutes for December 2, 2014

For information only

No Action Taken.

Approval of Frozen Service Line Policy

In order to address the city's responsibility dealing with frozen water lines, a policy was created and reviewed by the Utility Commission and city's legal counsel. Council was presented a Frozen Service Line policy for consideration.

Motion made Councilor Thompson to approve the Frozen Service Line Policy as presented. Motion seconded by Councilor Vandal and carried unanimously.

AIRPORT:

Approval of Independent Fee Review for Fence Project

Airport manager Jeremy Hahn updated council on the need to solicit other engineering quotes for the airport fence project. Since the estimated project cost exceeds \$100,000, an independent fee review is a requirement in order to be considered for funding. He will be contacting other engineering firms to solicit bids.

No Action Taken.

Taxiway Seal Coat – MnDOT Credit Application

The taxiway sealcoat project is complete but the grant application is still processing. Mr. Hahn stated that he will be making some contacts with state officials so that the project doesn't slip through the cracks because of the change in management at the airport.

No Action Taken.

OTHER BUSINESS:

Springsteel Island Sanitary District – Kent Peterson

Kent Peterson representing Springsteel Island Sanitary District approached the council to ask if they would consider including Springsteel in the sanitary sewer ponds. This would not be an immediate need. The existing system at Springsteel has some issues and through high maintenance costs and deterioration, there could be a need for other options in the future.

Council members stressed the importance of having an 'orderly annexation' agreement in place before any serious consideration can happen. This would not commit any body to annexation but would address how the process would occur if begun.

The possible need to expand the ponds was also discussed along with costs related to it.

No Action Taken.

Audit – Understanding of Services

City Administrator Kathy Lovelace presented council a contract for auditing services from Brady Martz. They would like to continue services with the city for an additional three years. The price would stay the same as 2013 for 2014 and 2015 then there would be a \$400 increase for 2016.

Motion made by Councilor Soderberg to authorize the auditor's agreement for services for a three year contract as presented. 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 December 8, 2014.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:38 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff