

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

May 9, 2016

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15 pm on May 9, 2016.

Those Present: Councilors Michele Vandal, Jeff Parker, Kevin Thompson, and Dick Soderberg.

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Ron Kleinschmidt – City Superintendent, Glenda Phillippe - WHRA, Wade Steinbring – WPD, Joy Bukowiec – WRU, and Jeremy Hahn – Airport.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 8c- Special Event Request. The motion was seconded by Councilor Soderberg and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of April 25, 2016 Regular Council Minutes

Motion made by Councilor Soderberg to approve the April 25, 2016 Regular Council Minutes as written. Motion seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review May 23, 2016 Bills

Councilor Parker and Mayor Marvin agreed to review the bills prior to the May 23, 2016 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Vandal to approve checks and payroll in the amount of \$660,436.78(PR E#507343 = \$30,721.87, PR#6156-6174 = \$10,009.74, E#1467-1475 = \$39,177.19, NMPA #20160430 = \$309,179.99, Sales Tax #04302016 = \$23,938.00, and AP #41478-41557(void #41479) = \$247,409.99). Motion seconded by Mayor Marvin and carried unanimously.

Review of April Revenue/Expense Summary

No action taken.

AUTHORIZATION TO SUBMIT GRANT FOR WORKFORCE HOUSING PILOT PROGRAM:

There is a Workforce Housing Grant available that may help with costs for the development of the discussed apartment complex on the west side of town. The representative of Kuepers Architects mentioned the possibility at a previous council meeting. City administrator Kathy Lovelace asked council if she should proceed with the application process for the grant.

It was council consensus that the application process for a Workforce Housing Grant should continue.

PUBLIC SAFETY ISSUES:

Police – Authorization to purchase computer

Police Chief Wade Steinbring asked council to authorize the purchase of a new desktop computer to replace a ten year old one in the office. He stated that his budget for this type of purchase is small and may go over this year and may have to use some reserve funds to cover.

Motion made Councilor Vandal to authorize the purchase of new computer at the police department. Motion seconded by Councilor Thompson and carried unanimously.

UTILITY DEPARTMENT**Utility Commission Minutes dated 04/05/16**

Council was presented the minutes for the April 5, 2016 Utility Commission meeting. Jim Cole resigned from the commission. Suggestions for his replacement will be considered.

Also discussed at the meeting was the purchase of a Polaris Brutus. This utility vehicle would come with a mower, sweeper and salt/sand spreader. It would replace the mower that broke down last fall and take some usage hours off of the ASV clearing sidewalks. The cost through Polaris would be \$20,000 and any maintenance issues could be handled by D&E in Roseau. City Superintendent Kleinschmidt asked council for authorization to purchase the vehicle.

Motion made by Councilor Soderberg to authorize the purchase of a Polaris Brutus utility vehicle with attachments. Motion was seconded by Councilor Parker and carried unanimously.

AIRPORT**Project Status Update from KLJ**

A project status update report from the airport engineers was presented.

No Action Taken

Airport Commission Minutes from May 2, 2016

Airport Manager Jeremy Hahn stated that he had talked with the property owner about clearing trees from the airport approach.

No Action Taken

OTHER BUSINESS**Request for Proclamation – EMS Week**

Motion made by Councilor Vandal to adopt a Mayoral Proclamation to recognize May 15 to May 21, 2016 as EMS week. Motion seconded by Councilor Parker and carried unanimously.

Request for Proclamation – American Legion Auxiliary/ Poppy Month

Motion made by Councilor Vandal to adopt a Mayoral Proclamation to recognize May, 2016 as Memorial Poppy Month. Motion seconded by Councilor Thompson and carried unanimously.

Special Event Request

Motion made by Councilor Parker to approve the Lawful Gambling Permit for the Knights of Columbus for bingo to be held on July 4, 2016. Motion seconded by Councilor Vandal and carried unanimously.

FYI: There will be a 25th Anniversary open house at the library June 4, 2016, 1-4pm.

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 9, 2016.*** The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:35 p.m.

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner – city staff