

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

**AUGUST 22, 2016**

**CALL TO ORDER:**

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15 pm on August 22, 2016. **Those Present:** Councilors Jeff Parker, Kevin Thompson, and Dick Soderberg.

**Absent:** Councilor Michele Vandal

**Also Present:** City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Ron Kleinschmidt – City Superintendent, Jeremy Hahn – Airport, and Glenda Parker - WHRA.

**APPROVE AGENDA:**

**Councilor Parker moved to approve the meeting agenda with the deletion of 6c- Special Event Application – Zion Lutheran.** The motion was seconded by Councilor Thompson and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of August 8, 2016 Regular Council Minutes**

**Motion made by Councilor Parker to approve the August 8, 2016 Regular Council Minutes as written.** Motion seconded by Councilor Soderberg and carried unanimously.

**Two Council Members to Review September 12, 2016 Bills**

Councilor Thompson and Mayor Marvin agreed to review the bills prior to the September 12, 2016 meeting.

**Approval of Checks/NMPA Payment**

**Motion made by Councilor Soderberg to approve checks and payroll in the amount of \$521,346.62 (PR E#507564 = \$29,441.61, PR#6336-6353 = \$11,154.61, E#1525-1530 = \$24,024.29, AP #41961-42018 = \$456,726.11).** Motion seconded by Councilor Parker and carried unanimously.

**PUBLIC SAFETY ISSUES:**

*None at this time.*

**AIRPORT**

**Phase 2 Fence Project – Grant Review/Acceptance**

Airport manager Jeremy Hahn stated that the grant for Phase 2 of the Airport Fence Project had been awarded in the amount of \$552,076. The state will reimburse 5% of the project cost which will fund 95% of the project. He asked for authorization to accept and certify the grant.

**Motion made by Councilor Parker to accept the grant for Phase 2 of the airport fence project contingent upon City Attorney certification.** Motion seconded by Councilor Soderberg and carried unanimously.

**UTILITY DEPARTMENT**

**Authorization to send delinquent utilities to the county for collection with taxes.**

**Motion made by Councilor Thompson authorizing to send two delinquent utility accounts to the county for collection with taxes totaling \$771.29.** Motion seconded by Councilor Soderberg and carried unanimously.

**Authorization to send delinquent accounts to collection**

*Motion made by Councilor Thompson authorizing to send two delinquent utility accounts totaling \$401.70 to collection.* Motion seconded by Councilor Parker and carried unanimously.

**MMUA Safety Training Proposal**

City superintendent Ron Kleinschmidt presented a proposal for safety training for city employees and linemen from MMUA. It would include required training and other training for the electric linemen along with the necessary supporting paperwork. The cost would be a total of about \$20,000 annually. This cost includes annual MMUA dues in the amount of \$8,000. There was discussion about the high cost and what other options the city might have including combining with Roseau County for training but there may not be a solution for linemen training without going through MMUA. The other benefits of membership in MMUA are lacking for the high cost.

*Motion made by Councilor Parker to table further discussion about safety training to a future meeting after a few other options are looked into.* Motion seconded by Councilor Soderberg and carried unanimously.

**OTHER BUSINESS****Request to purchase property**

City Administrator Kathy Lovelace presented council a house plan for a customer requesting to purchase a lot and a half in Highland Park Second Addition. The property discussed is the other half of the block that was split for another customer. Council discussed whether the proposed home was large enough for the lot.

*Motion made by Councilor Parker to sell the discussed property to requesting customer.* Motion seconded by Councilor Soderberg and carried unanimously.

**Peddler Permit Application / Southwest Advantage**

City Administrator Kathy Lovelace presented an application for a Peddler permit for selling educational books. She checked into the applicant and he filled out the proper paperwork and paid the application fee.

*Motion made by Councilor Thompson to authorize the peddler permit application for southwest Advantage as presented.* Motion seconded by Councilor Soderberg and carried unanimously.

**Special Event Request/ Warroad Panthers Soccer**

*Motion made by Councilor Parker to authorize the special event application for the Warroad Panthers soccer, which would include the closure of Dale Ave SW next to the church.* Motion seconded by Councilor Thompson and carried unanimously.

**Special Event Request/ J. Hodgson- Lemonade Stand**

A special event request was submitted for a lemonade stand in Hospital Bay Park. It is an individual.

*Motion made by Councilor Parker to authorize the special event request for a lemonade stand in Hospital Bay Park on August 26 or 27, 2016.* Motion seconded by Councilor Thompson and carried unanimously.

**NWRDC Nominations for Roseau County Municipal Representative**

*Informational only at this time.*

**ADJOURNMENT:**

There being no further business, *Councilor Thompson moved to adjourn the Regular Meeting of the Warroad City Council of August 22, 2016.* The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:49 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*