

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

December 11, 2017

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on December 11, 2017.

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

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Steve Anderson – City Attorney, Dan Trosen – Utility Superintendent, Joy Bukowiec – WRU, Wade Steinbring - WPD, Jeremy Hahn – Airport Manager, Glenda Phillipe – Roseau County, and Dave Swedberg – Business Owner.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 2f- Approval of the December 4, 2017 special Meeting Minutes and 5a – Airport Commission Minutes of December 7, 2017. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of November 27, 2017 Council Minutes

Motion made by Councilor Vandal to approve the November 27, 2017 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Two Council Members to Review January 8, 2018 Bills

Councilor Vandal and Councilor Parker agreed to review the bills prior to the January 8, 2018 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Thompson to approve the November 2017 checks totaling \$692,618.85 (E1806-1816 = \$35,681.37, NMPA#20171130 = \$338,929.77, Sales Tax #11302017 = \$26,684.00, AP #43974-44053 = \$232,450.56, PR #7034-7087 = \$27,109.85, and PR E-#508542 = \$31,763.30). Motion seconded by Councilor Parker and carried unanimously.

Review of YTD Revenue/Expense Summary

No action taken.

Approval of 2018 Budget/ Tax Levy

Motion made by Councilor Vandal to approve the 2018 Budget/ Tax Levy as presented which would result in a 3.04% increase. The motion was seconded by Councilor Thompson and carried unanimously.

Approval of December 4, 2017 Special Council Minutes

Motion made by Councilor Thompson to approve the December 4, 2017 Special Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

PUBLIC SAFETY:

Ambulance – Accounts to Collection

Motion made by Councilor Parker to send fifteen delinquent ambulance accounts totaling \$4,762.63 to collection and revenue recapture. Motion seconded by Councilor Vandal and carried unanimously.

Ambulance- Authorization for annual rate increase

Motion made by Councilor Soderberg to authorize a 5% increase in ambulance call services for 2018 as recommended by the ambulance billing service. The motion was seconded by Councilor Vandal and carried unanimously.

Police – Authorization for Purchase

Police Chief Steinbring asked council to authorize the purchase of two shotguns and a tactical rifle with scope to be used for training. He presented quotes for the equipment.

Motion made by Councilor Parker to authorize the purchase of new firearms by the police department as presented and authorize the old equipment sold. Motion seconded by Councilor Soderberg and carried unanimously.

PLANNING COMMISSION:**Recommendation to allow for controlled temp storage in a C-1 zone**

The planning commission made a recommendation to allow controlled temp storage in a C-1 zone based on their interpretation of the current ordinance. City Attorney Steve Anderson questioned the basis for the recommendation. He stated that he could not find an allowable listing in the current ordinance. There was additional discussion about other storage business in a C-1 zone and about possible consideration to change the existing ordinance.

Motion made by Councilor Parker to deny the conditional use permit application for storage in a C-1 zone based on the current ordinance as written. Motion seconded by Councilor Vandal and the motion carried with Councilor Thompson opposed.

Recommendation to allow a church in a C-1 zone

The planning commission made a recommendation to allow a church in a C-1 zone. This is allowable under the city's current zoning ordinances as a conditional use. Councilor Thompson suggested that the conditional use permit be granted with the special conditions that 1) at least 30% of the street side main floor of building be used as primary C-1 use; and 2) the church needs to qualify as a non-profit church per IRS code.

Motion made by Councilor Vandal to grant a conditional use permit to allow a church in a C-1 zone with the special conditions as discussed. Motion seconded by Councilor Parker and carried unanimously.

AIRPORT**December 7, 2017 Airport Commission Minutes**

The DNR has applied for bonding funds to build a more permanent structure to replace the trailer at the airport. The airport commission is recommending the purchase of a 2010 Pontiac G6 for \$7,500 from Lake Country Chevrolet for use as a courtesy car.

Motion made by Councilor Parker to authorize the purchase of a 2010 Pontiac G6 from Lake Country Chevrolet in the amount of \$7,500. Motion seconded by Councilor Soderberg and carried unanimously.

UTILITY DEPARTMENT**Authorization to send delinquent Utility Accounts to Collection**

Motion made by Councilor Parker authorizing to send delinquent utility accounts to collection as presented. Motion seconded by Councilor Vandal and carried unanimously.

Minutes from 12/05/17 Utility Commission Meeting

No Action Taken.

OTHER BUSINESS:**Request from AT&T for modifications to current cell site lease**

AT&T sent a proposal for changes to the existing contract for their cell site lease. City Attorney Steve Anderson stated that he did not see any advantage for the city to agree to the new terms. Monetary lease amounts and changes to some of their terms were discussed.

City Administrator Kathy Lovelace will contact AT&T with council's change recommendations.

Acknowledgement and Kudos to WHRA on another "high performer" status

Council recognized the Warroad Housing and Redevelopment Authority for a "high performer" status on the Public Housing Assessment System Score Report and congratulated Executive Director Glenda Phillipe for this accomplishment.

No Action Taken.

Approval of Liquor License

Motion made by Councilor Parker to approve the liquor license for Breakers Bar. Motion seconded by Councilor Vandal and carried unanimously.

Approval of 2018 Tobacco Licenses

Motion made by Councilor Vandal to approve the 2018 Tobacco Licenses as presented. Motion seconded by Councilor Soderberg and carried unanimously.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of December 11, 2017.* The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 6:09 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff