

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

January 22, 2018

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on January 22, 2018.

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

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Steve Anderson – City Attorney, Dan Trosen – Utility Superintendent, Wade Steinbring - WPD, Jeremy Hahn – Airport Manager, Glenda Phillipe – Roseau County, and Zach Hallett - NWCA .

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 6e – Proclamation and 6f – Park Manager Position. The motion was seconded by Councilor Vandal and carried unanimously.

PUBLIC HEARING:

- To gather citizens input into the development of a Small Cities Application to DEED.

Mayor Bob Marvin opened the Public Hearing at 5:17pm on January 22, 2018.

Zach Hallet of Northwest Community Action explained the scope of the application to include the Townhomes and possibly nine other homes in a selected focus area. If the application is approved, there will be funds available to home owners based on income to make improvements to their homes.

Council was asked to adopt a resolution of sponsorship and a citizen participation plan as part of the application.

Motion made by Councilor Parker to adopt a resolution of sponsorship for the Small Cities Application to DEED. The motion was seconded by Councilor Vandal and carried unanimously.

Motion made by Councilor Thompson to adopt a citizen participation plan for the Small Cities Application to DEED. The motion was seconded by Councilor Vandal and carried unanimously.

Motion made by Councilor Parker to close the Public Hearing and resume the regular meeting of the Warroad City Council. Motion seconded by Council Vandal and carried unanimously. The meeting resumed at 5:37pm.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of January 8, 2018 Council Minutes

Motion made by Councilor Vandal to approve the January 8, 2018 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Two Council Members to Review February 12th Bills

Mayor Marvin and Councilor Vandal agreed to review the bills prior to the February 12, 2018 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Thompson to approve the January 2018 checks totaling \$294,200.84 (E1833-1840 = \$32,372.65, AP #44160-44205 = \$220,611.32, PR #7127-7136 = \$8,069.36, and PR E-#508628 = \$33,147.51). Motion seconded by Councilor Soderberg and carried unanimously.

Review/Approval of 2018 Fee Schedule (tabled from 01/08 meeting)

Motion made by Councilor Parker to approve the 2018 Fee Schedule as presented. Motion seconded by Councilor Vandal and carried unanimously.

PUBLIC SAFETY**PSC Recommendation for equipment purchase**

Police Chief Wade Steinbring asked council for authorization to purchase a new body camera to replace the existing one that is not working well. He would use the \$1,000 donation from Security State Bank to pay for it.

Motion made by Councilor Vandal to authorize the purchase of a new body camera. Motion seconded by Councilor Parker and carried unanimously.

PSC Recommendation for removal of sign

Police Chief Wade Steinbring asked council for authorization to contact Roseau County to request the removal of the stop signs on Lake St NE at the Taylor Road intersection. There was concern that this would only increase the speed of vehicles traveling on Lake St. Councilor Parker said it would cut down on the muffler noise that is heard by the residents. The speed on the road is an enforcement issue.

Motion made by Councilor Thompson to recommend to Roseau County to remove the stop signs on Lake St NE at the Taylor Road intersection. Motion seconded by Councilor Parker and passed with Councilor Soderberg opposed.

AIRPORT

There will be a MN Dot needs meeting on Friday to evaluate possible future projects at the airport.

No Action Taken.

UTILITY DEPARTMENT

None at this time.

OTHER BUSINESS:**2017 Year End Report – USCG Auxiliary**

FYI

No Action Taken.

Community Ed/Summer Rec Fee Request

City Administrator Lovelace reviewed a request she had received from Warroad Community Education for the annual support of the Summer Recreation Program. They are asking for the same activity fee as was requested in 2017 which is \$6,615. This fee is used to offset the cost of the summer rec programs for youth that live within the City of Warroad.

Motion made by Councilor Thompson to approved the 2018 Community Education Summer Rec Activity support fee in the amount of \$6,615. Motion seconded by Councilor Vandal and carried unanimously.

Application for Exempt Gambling Permit – Knights of Columbus/ March 24th

Motion made by Councilor Parker to approve the Exempt Gambling Permit Application from Knights of Columbus for bingo to be held March 24, 2018. Motion seconded by Councilor Soderberg and carried unanimously.

Proposal for Grant/Research

A newly formed LLC is asking the city to help distribute grant funds for research into the possibility for a city planner. There would be no cost to the city and any data/recommendations would be presented to the council. This group would in no way speak for the council.

Motion made by Councilor Parker to table any decision to receive funds until further information is received. Motion seconded by Councilor Vandal and carried unanimously.

Proclamation

Motion made by Councilor Vandal to authorize the mayor to proclaim February 8, 2018 to be Gigi Marvin Day. Motion seconded by Councilor Parker and carried unanimously.

Park Manager Position

Motion made by Councilor Vandal to move Jeff Ploof into the newly vacated park manager position at a time that will work for the airport and after City Administrator Kathy Lovelace has a conversation with him.. Motion seconded by Councilor Thompson and carried unanimously.

ADJOURNMENT:

There, being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 22, 2018.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:27 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff