

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

February 12, 2018

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on February 12, 2018.

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

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Steve Anderson – City Attorney, Dan Trosen – Utility Superintendent, Wade Steinbring - WPD, Matt Rachuy – Airport Manager, Jeff Ploof – Park Manager, Damian McMillin – WFD, Ron Prelvitz – Pond Hockey, Joey Johnson – Scott Johnson Companies, and Glenda Phillipe – Roseau County.

APPROVE AGENDA:

Councilor Vandal moved to approve the revised meeting agenda as presented. The motion was seconded by Councilor Soderberg and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of January 22, 2018 Council Minutes

Motion made by Councilor Parker to approve the January 22 2018 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Two Council Members to Review February 26th Bills

Councilor Thompson and Councilor Soderberg agreed to review the bills prior to the February 26, 2018 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Vandal to approve the February 2018 checks and NMPA Payment totaling \$794,586.00 (E1841-1852 = \$35,929.64, NMPA #20180131= \$355,431.66, Sales Tax #01312018 = \$29,806.00, AP #44206-44279 = \$264,784.30, PR #7137-7151 = \$8,756.14, and PR E-#508655 = \$29,878.26). Motion seconded by Mayor Marvin and carried unanimously.

Review/Appointment of 2018 Committee, Commission and Board Members

Motion made by Councilor Vandal to approve the 2018 Committee, Commission and Board Members with the addition of Glenda Phillipe to the Public Safety Commission. Motion seconded by Councilor Thompson and carried unanimously.

2018 WSN Standard Agreement for Engineering Services

City Administrator Lovelace stated that WSN is asking for an increase of 7% for fees for 2018.

Motion made by Councilor Soderberg to approve the 2018 Standard Agreement for Professional Services from Widseth, Smith, Nolting as presented. Motion seconded by Councilor Vandal and carried unanimously.

Accept Resignation and authorize advertising for replacement

City Administrator Lovelace stated that Liquor Store Manager Kent Mason had submitted his resignation as of April 4, 2018. She asked for authorization to advertise for a replacement.

Motion made by Councilor Parker to accept Kent Mason's resignation and authorize advertisement for a replacement. Motion seconded by Councilor Thompson and carried unanimously.

Revenue/Expense Summary

No action taken.

PUBLIC SAFETY**Police Dept – Update on removal of stop sign**

Police Chief Wade Steinbring informed council that he had spoken with Roseau County Engineer Brian Ketring about the removal of the stop signs on Lake St NE at the old casino location. He stated that if the signs are removed it would be very difficult to put them back in. It would be a process through the state. There was more discussion about the speed issues on Lake St and the council talked about enforcement being the key.

Motion made by Councilor Soderberg to leave the stop signs where they are. Motion seconded by Councilor Thompson and carried unanimously.

Authorization to purchase fireworks for July 4th Celebration

City Administrator Lovelace asked council for authorization to purchase fireworks for the July 4th celebration. The amount would be \$15,000 and a majority of the cost would be offset by donations.

Motion made by Councilor Vandal to authorize the purchase of fireworks for the July 4th celebration not to exceed \$15,000. Motion seconded by Councilor Soderberg and carried unanimously.

Authorization to purchase furniture for PSF

City Administrator Lovelace stated she had met with the DNR about replacement of worn furniture at the public safety building. Representatives of each entity in the building met in January to review needs. The building was occupied in 2005 and some items are worn out. There is a request for new tables and chairs in the Emergency Operations room and a couple new tables in the Training room. The cost would be split between the City and the DNR. Ms. Lovelace asked council if the city costs could come out of the undesignated reserve funds rather than hitting the Fire, Police and Ambulance with an unbudgeted expense.

It was council consensus to use undesignated reserve funds to pay for the city's portion of the new furniture purchases at the Public Safety Facility.

AIRPORT**Airport Project Status Report - KLJ**

No Action Taken.

UTILITY DEPARTMENT**Utility Commission Minutes for February 6, 2018**

No Action Taken.

Authorization to send delinquent Utility Accounts to Collection

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

Utility Commission Recommendations

The city was asked to adopt a resolution that would help keep its local rights to run the electric utility.

1. Approve NMPA Resolution

Motion made by Councilor Thompson to adopt Resolution 2018-03 – NMPA Participant, Governing Body Resolution approving waiver petition with the Northern Municipal Power Agency for Qualifying Facilities. Motion seconded by Councilor Vandal and carried unanimously.

Because of the possibility of individuals and or commercial accounts installing other power generation such as solar panels, NMPA asked the city to approve a Co-Generation and Small Power Production Facilities Rule.

2. Approve Co-Generation and Small Power Production Facilities Rule

Motion made by Councilor Vandal to approve the Co-Generation and Small Power Production Facilities Rule as presented. Motion seconded by Councilor Thompson and carried unanimously.

Because of the alternate power generation possibility, the Utility Commission adopted a policy regarding Net Metering.

3. Policy regarding Net Metering

FYI only, No Action Taken.

PLANNING COMMISSION:

Recommendation to Amend Zoning Ordinance under Section 157.063

The planning commission made a recommendation to amend the zoning ordinance under Section 157.063 to allow controlled temp storage in a C-1 zone by conditional use permit. It would be limited to no more than 50% of building space and the front of building would be used as primary C-1 use space.

It was council consensus to proceed with the amendment process for ordinances.

OTHER BUSINESS:

Approve agreement to extend current Cleaning Contract

Motion made by Councilor Vandal to renew the cleaning contract for the Public Safety Facility and Library for a three year period with Raymond Friesner at current rate. Motion seconded by Councilor Parker and carried unanimously.

Special Event Request/ Pond Hockey Tourney(Chamber Sponsored)

Ron Prelvitz, representing the local Indian Ed Committee, presented the council with his plan and request to hold the Annual Pond Hockey Tournament as done last year. It will be sponsored by the Chamber.

Motion by Parker to approve the Special Event Application request for the February 24th and 25th Pond Hockey Tournament as presented. Motion seconded by Vandal and carried unanimously.

Design approval for City ID Signs

Motion made by Councilor Soderberg to approve the City ID sign with the eagle and proceed with pricing. Motion seconded by Councilor Vandal and carried unanimously.

Proposal for Grant/Research (tabled from 01/22/18 Mtg)

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. Council received an information packet with more detail to help explain the purpose of the LLC.

Motion made by Councilor Vandal to help distribute grant funds for research as discussed. Motion seconded by Councilor Soderberg and carried unanimously.

Approval of Library bathroom renovations

Council was presented an estimate for renovation of the library bathrooms. The bathrooms are worn out and in need of complete renovation. It would take approximately one and a half to two weeks per bathroom and they would be done one at a time. The project would be paid from the library reserve funds.

Motion made by Councilor Parker to approve the library bathroom renovations as presented. Motion seconded by Councilor Vandal and carried unanimously.

Authorization to proceed with bidding for Community Park Phase 3

This phase would be the final phase and would include perimeter sidewalks, small gazebos, playground, and splash pad. Council mentioned concerns about the on-going maintenance of the park once it is finished.

Motion made by Councilor Vandal to proceed with bidding for Community Park Phase 3. 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 February 12, 2018.* The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 6:00 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff