

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

March 12, 2018

PUBLIC HEARING:

- To gather citizens input regarding an amendment to the Zoning Ordinance 157.063 as advertised in the Feb. 20th and 27th issues of the Warroad Pioneer.

Acting Mayor Dick Soderberg opened the Public Hearing at 5:15pm on March 12, 2018.

No citizens were present. Council reviewed the proposed change to the ordinance.

Motion made by Councilor Vandal to close the Public Hearing. Motion seconded by Council Thompson and carried unanimously. The meeting closed at 5:18pm.

CALL TO ORDER:

Acting Mayor Dick Soderberg called the Regular Meeting of the Warroad City Council to order at 5:18p.m.on March 12, 2018.

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

Absent: Mayor Marvin

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Dan Trosen – Utility Superintendent, Matt Rachuy – Airport Manager, and Glenda Phillipe – Roseau County.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda as with the addition of 7c – Liquor Store Manager. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of February 26, 2018 Council Minutes

Motion made by Councilor Parker to approve the February 26, 2018 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review March 26th Bills

Councilor Thompson and Councilor Vandal agreed to review the bills prior to the March 26, 2018 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Vandal to approve the March 2018 checks and NMPA Payment totaling \$710,755.24 (E1859-1869 = \$32,748.30, NMPA #20180228= \$330,332.86, Sales Tax #02282018 = \$26,520.00, AP #44337-44412 = \$279,660.19, PR #7161-7175 = \$9,066.11, and PR E-#508709 = \$32,427.78). Motion seconded by Councilor Thompson and carried unanimously.

Revenue/Expense Summary

No action taken.

PUBLIC SAFETY

None at this time.

AIRPORT**Minutes of the 03/05/2018 Airport Commission Meeting**

No Action Taken.

Airport Project Status Report - KLJ

The grant application for the DNR apron/culvert has been submitted.

No Action Taken.

Authorization for 2018 Non-Primary Entitlement dollars transfer

Airport manager Matt Rachuy asked council for authorization to allow Hallock to use the city's entitlement funds through the state and pay them back in one year. He sees no large projects in the near future that could use those funds. The funds are set aside at the state level so the city would not be loaning any cash.

Motion made by Councilor Vandal to allow an Entitlement Funds Loan Transfer to the city of Hallock with appropriate paperwork done. Motion seconded by Councilor Thompson and carried unanimously

UTILITY DEPARTMENT**Utility Commission Minutes for March 5, 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 Thompson and carried unanimously.

Approval of Resolution 2018-05 Electric Rates

Utility Superintendent Dan Trosen presented a recommendation not to increase electric rates for customers for the next billing year. NMPA does not anticipate any increase on the wholesale side.

Motion made by Councilor Thompson to adopt Resolution 2018-05 Adopting Retail Power Rates as presented. Motion seconded by Councilor Parker and carried unanimously.

Approval of 2018 Earth Day Activities

City Superintendent Dan Trosen notified council of the annual Earth Day clean-up during the week of April 16, 2018. There will be some cost to the city for hauling appliances and such to the landfill.

No Action Taken.

Authorizing Utility Department Facebook Page

City Superintendent Dan Trosen asked council for authorization to create a utility department facebook page. It would be used for public notifications and updates. It would not satisfy any official notification requirements.

Motion made by Councilor Thompson to authorize the creation of a utility department facebook page to be used for public notifications and updates. Motion was seconded by Councilor Vandal and carried unanimously.

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.

Motion made by Councilor Thompson to amend Zoning Ordinance under Section 157.063 as presented. The motion was seconded by Councilor Vandal and carried unanimously.

OTHER BUSINESS:**Special Event Request/ Special Olympics Polar Plunge – March 18th**

Motion made by Councilor Vandal to approve the Special Event Application for the Special Olympics Polar Plunge on March 17, 2018. Motion seconded by Councilor Thompson and carried unanimously.

Special Event Request/ Streiff Sporting Goods – Annual Fishing Tournament – 07/15/17

Motion made by Councilor Parker to approve the Special Event Request for Streiff Sporting Goods annual fishing tournament to be held July 14, 2018. Motion seconded by Councilor Vandal and carried unanimously.

Liquor Store Manager

City Administrator Kathy Lovelace stated that she had received two applications for the liquor store manager position. She recommended hiring Shelli Spina for the position.

Motion made by Councilor Parker to hire Shelli Spina as the new liquor store manager. Motion was seconded by Councilor Vandal and carried unanimously.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of March 12, 2018.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:34 p.m.

Acting Mayor Dick Soderberg

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff