

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

May 14, 2018

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on May 14, 2018.

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

Absent: Councilor Jeff Parker

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Shelli Spina – Liquor Store, Joy Bukowiec – WRU, Matt Rachuy – Airport, Wade Steinbring – WPD, Jammie Bender – WFD, Dustin Fanfulik - WSN, and Glenda Phillippe – Roseau County.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 6b – 5/7/18 Airport Commission Minutes and 7d – NMPA Appointment. The motion was seconded by Councilor Soderberg and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of April 23, 2018 Council Minutes

Motion made by Councilor Vandal to approve the April 23, 2018 regular Council Minutes as written. The motion was seconded by Councilor Soderberg and carried unanimously.

Two Council Members to Review May29th Bills

Councilor Thompson and Councilor Vandal agreed to review the bills prior to the May 29, 2018 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Soderberg to approve the May 2018 checks and NMPA Payment totaling \$844,678.14 (E1895-1911 = \$56,948.13, NMPA #20180430 = \$316,272.16, Sales Tax #04302018 = \$24,972.00, AP #44569-44672 = \$362,525.46, PR #7228-7266 = \$19,168.56, and PR E-#508818, 508844 = \$64,791.83). Motion seconded by Mayor Marvin and carried unanimously.

Revenue/Expense Summary

No action taken.

PROPOSED FOUNTAIN REPLACEMENT PROJECT – B. SCHAIBLE:

A donor wants to pay for the replacement of the Hospital Bay fountain. The existing fountain is old and maintenance costs are high. Council was shown some examples. All costs including removal of the old fountain would be paid by the donor. The fountain would then be donated to the city.

It was Council consensus to proceed with the fountain replacement project.

LIQUOR STORE

Authorization to purchase new cooler

Liquor Store manager Shelli Spina asked council for authorization to purchase two new upright coolers to create more refrigerated space. The cost for one would be in her budget, the second one could be paid through lottery funds.

Motion made by Councilor Vandal to authorize the purchase of two upright coolers for the liquor store. Motion seconded by Councilor Soderberg and carried unanimously.

PUBLIC SAFETY

PD – Confirm Authorization to purchase Police Squad

There is a police squad available for \$19,500. It is located in Missouri and Police Chief Wade Steinbring will fly down and drive it back. It will still be a good price with travel costs included.

Motion made by Councilor Vandal to authorize the purchase of a new squad. Motion seconded by Councilor Thompson and carried unanimously.

FD – Public Safety Commission – recommendation for purchase

The fire department would like to purchase an enclosed trailer to store fireworks equipment. They are now stored in the old firehall. Jammie Bender asked council for authorization to purchase either the low quote from Cenex or one that will be on auction.

Motion made by Councilor Vandal to authorize the purchase of a trailer for fireworks storage either from Cenex or auction whichever is less. Motion seconded by Councilor Thompson and carried unanimously.

Ambulance – EMS Week Proclamation

Motion made by Councilor Vandal to adopt a Mayoral Proclamation to recognize May 20 to May 26, 2018 as EMS week. Motion seconded by Councilor Thompson and carried unanimously.

AIRPORT

April Project Status Report - KLJ

No Action Taken.

Airport Commission Minutes from 05-07-2018

No Action Taken.

UTILITY DEPARTMENT

Utility Commission Minutes for May 8, 2018

2018 Earth Day Cleanup Report –FYI. No Action Taken.

Utility Commission Recommendation for 2018 Misc Construction Work

Motion made by Councilor Thompson to accept the low quote for 2018 Misc Equipment and Material Bids from Warroad Ready Mix as presented. Motion seconded by Councilor Vandal and carried unanimously

Review/Award bid for 2018 Street & Utility Project

Widseth Smith Nolting reviewed the bids for the 2018 Street & Utility Project. Two were received. One was under engineer estimates. There was a review of the four proposal area bids. The low bid was from Spruce Valley Corporation.

Motion made by Councilor Vandal to award the 2018 Street & Utility project including all four proposed areas to Spruce Valley Corporation. Motion seconded by Councilor Soderberg and carried unanimously.

Approve Resolution 2018-05 appointing representatives to NMPA

Council was asked to adopt a resolution naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA for the annual period that began May 1, 2018.

Motion made by Councilor Vandal to adopt a resolution naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA. Motion was seconded by Councilor Thompson and carried unanimously.

OTHER BUSINESS:**Special Event Application – Yellow Rose Run/August 12th**

Motion made by Councilor Soderberg to approve the Special Event Request for the Yellow Rose Run on August 11, 2018 as presented. Motion seconded by Councilor Vandal and carried unanimously.

Special Event Application – Nomad Tavern/July 4th Beer Garden

A special event request was submitted by Nomad Tavern for a 4th of July Beer Garden. The requested time was 11am to 11pm. Council discussed the closing time to be 10pm.

Motion made by Councilor Thompson to approve the Special Event Request for Nomad Tavern for a 4th of July Beer Garden with the closing time being 10pm. Motion seconded by Councilor Vandal and carried unanimously.

Request for Proclamation – American Legion Auxiliary/ Poppy Month

Motion made by Councilor Vandal to adopt a Mayoral Proclamation to recognize May, 2018 as Memorial Poppy Month. Motion seconded by Councilor Soderberg and carried unanimously.

Application for Exempt Permit- Fire Relief Assoc./ Raffle

Motion made by Councilor Thompson to approve the Fire Relief Association Exempt Permit as presented. Motion seconded by Councilor Vandal and carried unanimously.

Joint Rec Facility Upkeep Policy

City Administrator Kathy Lovelace explained the Joint Facility upkeep agreement that has been with the school for years. She stated that the agreement was to each budget \$10,000 annually to go toward expenses for maintenance on jointly used facilities. The unused balance would roll over to save for larger maintenance items. This agreement has now been put in writing and needs to be approved.

Motion made by Councilor Vandal to approve the Joint Rec Facility Upkeep Policy as presented. Motion seconded by Councilor Thompson and carried unanimously.

Authorization for lighting upgrade for City Office

City Administrator Kathy Lovelace asked council for authorization to upgrade the city office lighting to LED's. She presented a quote.

Motion made by Councilor Vandal to authorize a lighting upgrade for the City Office as presented. Motion seconded by Councilor Soderberg and carried unanimously.

Authorization for lighting upgrade for Library

City Administrator Kathy Lovelace asked council for authorization to upgrade the library lighting to LED's. She presented a quote.

Motion made by Councilor Thompson to approve a lighting upgrade for the Library as presented. Motion seconded by Councilor Vandal and carried unanimously.

Change in Competitive Bidding Threshold (FYI Only)

Council was notified of the Competitive Bidding Threshold change from \$100,000 to \$175,000 beginning August 1, 2018.

No Action Taken.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 14, 2018.* The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 6:07 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff