

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

**October 9, 2018**

**CALL TO ORDER:**

Acting Mayor Dick Soderberg called the Regular Meeting of the Warroad City Council to order at 5:22p.m.on October 9, 2018.

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

***Absent:*** Mayor Bob Marvin

***Also Present:*** City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Damian McMillin – WFD, Wade Steinbring – WPD, Matt Rachuy – Airport, and Glenda Phillipe – Roseau County.

**APPROVE AGENDA:**

***Councilor Parker moved to approve the meeting agenda with the addition of 6c – Street Project.*** The motion was seconded by Councilor Vandal and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of September 24, 2018 Council Minutes**

***Motion made by Councilor Parker to approve the September 24, 2018 regular Council Minutes as written.*** The motion was seconded by Councilor Thompson and carried unanimously.

**Two Council Members to Review October 22<sup>nd</sup> Bills**

Councilor Parker and Councilor Vandal agreed to review the bills prior to the October 22, 2018 meeting.

**Approval of Checks/NMPA Payment**

***Motion made by Councilor Parker to approve the October 2018 checks and NMPA Payment totaling \$1,101,326.15(E1999-2009 = \$33,568.58, NMPA #20180930 = \$322,121.76, Sales Tax #09302018 = \$26,261.00, AP #45260-45339 = \$677,175.76, PR #7473-7489 = \$7,259.10, and PR E-#509140 = \$34,939.95).*** Motion seconded by Councilor Soderberg and carried unanimously.

**Revenue/Expense Summary**

***No action taken.***

**BUSINESS SUBSIDY LOAN REQUEST – PORT AUTHORITY (from public hearing)**

The Port Authority recommended that the Council approve a loan through the Port Authority's Revolving Loan Fund to the LOW Brewery Co. The loan documents, disbursement and monthly repayments would be handled through the Port Authority.

***Motion made by Councilor Vandal to adopt a Resolution authorizing a business subsidy loan to LOW Brewery Co through the Port Authority with terms as approved by the Port Authority.*** Motion seconded by Councilor Parker and carried unanimously.

**PUBLIC SAFETY**

**FD - Authorization to send delinquent fire call to collection**

***Motion made by Councilor Vandal to send one delinquent fire call to collection.*** Motion seconded by Councilor Thompson and carried unanimously.

**AIRPORT****Airport Commission Minutes for October 1, 2018**

*FYI. No Action Taken.*

**UTILITY DEPARTMENT****Utility Commission Minutes for October 2, 2018**

*FYI. No Action Taken.*

**UC Recommendation for Master Lift Station project**

City Superintendent Dan Trosen presented council with some options to help solve the problem of bypass on high flow incidents. He recommended a new lift station about half way to the ponds to help increase the pumping capacity. This should work and be able to accommodate future growth.

*Motion made by Councilor Vandal to authorize to proceed with the plans for a new lift station to address the pumping issues.* Motion seconded by Councilor Thompson and carried unanimously.

City Superintendent Dan Trosen asked council for authorization to proceed with soil borings for the project since the company that does them will be in the area soon. The cost would be \$4,500.

*Motion made by Councilor Thompson to authorize to proceed with soil borings at a cost of \$4,500.* Motion seconded by Councilor Parker and carried unanimously.

**Street Project**

City Superintendent Dan Trosen updated council on the current street projects. Due to the weather and the time of the year, City representatives met with the contractors and came up with a plan that should get the streets drivable before freeze up. It would include a change order in an amount not to exceed \$10,000 for material to help with compaction, and the contractor would extend the warranty by one year. There was discussion on the timeline and reasons for the project incompleteness.

*Motion made by Councilor Vandal to authorize a change order to the street projects as discussed.* Motion seconded by Councilor Thompson and carried unanimously.

**OTHER BUSINESS:****Approval of 2019 Liquor License Renewal – Breaker's Bar:**

Breakers Bar has completed all the documentation and paid all fees to renew their license the same as last year.

*Motion made by Councilor Parker to approve the liquor license renewal as listed.* Motion seconded by Councilor Vandal and carried unanimously.

**Keep It Clean Campaign**

City administrator Kathy Lovelace informed council that there would be no dumpster at the point this winter through the Keep It Clean Campaign. The city would have to pay for all of the cost of a dumpster at the point. She is getting more information for a future meeting.

*FYI. No Action Taken.*

**Support for Roseau/LOW Sportsmans Club Grant Application**

Council was asked to support the grant application by the Roseau/LOW Sportsmans Club to improve the old railroad bed for ATV use.

*Motion made by Councilor Parker to support the Roseau/LOW Sportmans Club grant application.* Motion 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 October 9, 2018.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:55 p.m.

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Acting Mayor Dick Soderberg

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Amy Friesner, city staff*