

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

November 13, 2018

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on November 13, 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, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Damian McMillin and Jamie Bender – WFD, Matt Rachuy – Airport, and Joy Bukowiec - WRU.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 3e – Year-end Review. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of October 22, 2018 Council Minutes

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

Two Council Members to Review November 26th Bills

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

Schedule Work Session for 2019 Budget

A work session for the 2019 budget was scheduled for November 21, 2018 at noon.

Approval of Checks/NMPA Payment

Motion made by Councilor Soderberg to approve the November 2018 checks and NMPA Payment totaling \$875,268.77(E2018-2037 = \$58,899.48, NMPA #20181031 = \$340,406.75, Sales Tax #10312018 = \$26,731.00, AP #45393-45503 = \$367,881.79, PR #7516-7533 = \$12,658.62, and PR E-#509199, 509227 = \$68,691.13). Motion seconded by Councilor Parker and carried unanimously.

Revenue/Expense Summary

No action taken.

PUBLIC SAFETY

AMB – Authorization to renew contract with WSLC

Motion made by Councilor Parker to renew the contract for ambulance transport with the Warroad Living Senior Center as presented. Motion seconded by Councilor Vandal and carried unanimously.

AMB – Authorization to sign contract with Lakewood Health

Motion made by Councilor Vandal to set up a contract for ambulance transport with Lakewood Health in Baudette. Motion seconded by Councilor Thompson and carried unanimously.

AMB – Authorization to send delinquent accounts to collection/revenue recapture

Motion made by Councilor Parker to send delinquent accounts to collection/revenue recapture. Motion seconded by Councilor Vandal and carried unanimously.

FD – Fire Department Elections

Fire department elections were held and Jammie Bender and Damian Mcmillin were elected chief and assistant respectively pending council approval.

Motion made Councilor Thompson to approve Jammie Bender as fire chief and Damian Mcmillin as assistant beginning the first meeting in January 2019. Motion seconded by Councilor Vandal and carried unanimously.

FD – Year-end Review

Fire Chief Jammie Bender reviewed 2018 fire department activity including fire safety classes, training and calls.

No action taken.

AIRPORT

Airport Commission Minutes for November 5, 2018

FYI. No Action Taken.

UTILITY DEPARTMENT

Utility Commission Minutes for November 6, 2018

FYI. No Action Taken.

Authorization to send delinquent accounts to collection:

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

Approval of Certificate of Adoption for Water Supply Plan

City Superintendent Dan Trosen asked council to adopt the updated Water Supply Plan. This is done every ten years.

Motion made by Councilor Vandal to approve a Certificate of Adoption for the Water Supply Plan. Motion seconded by Councilor Thompson and carried unanimously.

OTHER BUSINESS:

Special Event Request – Light up the Holidays/ Women of Today & WCP

This is the second annual tree lighting at the new community park.

Motion made by Councilor Parker to approve the special event request for light up the holidays as presented. Motion seconded by Councilor Vandal and carried unanimously.

Creation of Stock Account for receipt of Donation

City administrator Kathy Lovelace asked for council consensus to create a stock account in the city's name in order to receive a donation. After receipt of the donation, the city could cash it out and put the funds into an accepted investment account or keep the stock in place and invest only the gains into an accepted investment account.

It was council consensus to create a stock account for receipt of a donation.

Canvassing of 2018 General Election

City Administrator Kathy Lovelace presented the results of the general election at the Warroad polling location.

Motion made by Councilor Parker to accept the election results as presented. 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 November 13, 2018.* The motion was seconded by Councilor Thompson 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