

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

April 8, 2019

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on April 8, 2019.

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

Absent: Councilor Goldsmith

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Wade Steinbring – WPD, Dan Trosen – Utility Superintendent, Damian Mcmillin - WFD, Joy Bukowiec – WRU, and John Horner – Roseau County.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 6e - Electric Rates. The motion was seconded by Councilor Thompson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of March 25, 2019 Council Minutes

Motion made by Councilor Soderberg to approve the March 25, 2019 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review April 22nd Bills

Councilor Soderberg and Mayor Marvin agreed to review the bills prior to the April 22, 2019 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Vandal to approve the April 2019 checks totaling \$713,885.56 (E2130-2140 = \$33,695.20, NMPA #20190331 = \$341,678.17, Sales Tax #03312019 = \$27,259.00, AP #46014-46090 = \$268,768.57, PR #7706-7717 = \$6,757.56, and PR E-#509527 = \$35,727.06). Motion seconded by Councilor Thompson and carried unanimously.

March Revenue/Expense Summary

Information only. No action taken.

Establishment of New License Fees

City Administrator Kathy Lovelace asked council to establish new license fees for liquor sales at the new brewery: Brewer's Taproom – On-Sale - \$300 annually and Brewer Off-Sale - \$100 annually.

Motion made by Councilor Thompson to set new license fees for on/off sale brewer's license as presented.

Motion seconded by Councilor Soderberg and carried unanimously.

TAX FORFEIT PARCELS – COMMISSIONER HORNER

Roseau County Commissioner Horner discussed a parcel of tax forfeit land within the city limits. He asked of the city would be interested in purchasing the parcel.

It was council consensus to pursue the purchase of the tax forfeit parcel within the city limits as discussed.

PUBLIC SAFETY

Ambulance – Accounts to Collection/Revenue Recapture

Motion made by Councilor Vandal to send delinquent ambulance accounts totaling \$14,082.94 to collection and revenue recapture. Motion seconded by Councilor Thompson and carried unanimously.

AIRPORT

None at this time.

UTILITY DEPARTMENT**Utility Commission Minutes for April 2, 2019**

Information only. 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 Soderberg and carried unanimously.

Utility Recommendation – Purchase Durapatcher Equipment

Last year, the city utilities leased a durapatcher for cracksealing to decide if it would pay to purchase one. The utility commission is recommending the purchase of a used durapatcher at a cost of \$58,000. The purchase was budgeted for in 2019.

Motion made by Councilor Vandal authorizing the purchase of durapatcher equipment as presented. Motion seconded by Councilor Thompson and carried unanimously.

Approve Resolution 2019-03 - Appointments to NMPA Board

Council was asked to adopt a resolution naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA for the twelve month period beginning May 1, 2019.

Motion made by Councilor Thompson to adopt Resolution 2019-03 naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA. Motion was seconded by Councilor Vandal and carried unanimously.

Approval of Resolution 2019-02 Electric Rates

Utility Superintendent Dan Trosen presented a recommendation to increase electric rates for customers for the next billing year. Electric rates have not changed in two years. The rate study done last year recommended that the customer base charges be increased. The overall increase would be around 5%. NMPA is anticipating a significant rate adjustment over the next couple of years.

Motion made by Councilor Thompson to adopt Resolution 2019-02 Adopting Retail Power Rates as presented.

Motion seconded by Councilor Soderberg and carried unanimously.

OTHER BUSINESS:**Request to purchase property**

City Administrator Kathy Lovelace was asked if the city would be interested in selling a city-owned lot located in the northeast part of town.

Motion made by Councilor Vandal to table discussion on property sale. Motion seconded by Councilor Thompson and carried unanimously.

Final approval for City ID signs

City Administrator Kathy Lovelace asked council for final approval of three city ID signs. One located on the east and west side of town and the third at the airport turn off 313. The majority of the cost is paid through a donation and the remaining cost would come out of city general fund reserves.

Motion made by Councilor Vandal to give final approval for the three city ID signs as presented. Motion seconded by Councilor Thompson and carried unanimously.

Purchase request for City Offices

City Administrator Kathy Lovelace asked council for authorization to purchase new blinds for city hall. Payment would be made out of capital improvement funds for the city office.

Motion made by Councilor Soderberg to authorize the purchase of new blinds for city hall as presented. Motion seconded by Councilor Vandal and carried unanimously.

ADMINISTRATOR'S COMMENTS:

Spring thaw brought some high water to the northwest side of town. After thawing a culvert on Lake St, the issue cleared up.

The City received a resignation from Josh Demmerly effective April 4, 2019.

No Action Taken.

ADJOURNMENT:

There, being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of April 8, 2019.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:55 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff