

# City of Warroad, MN

## Regular City Council - First Meeting

### Minutes

Monday, May 13, 2019 at 5:15 pm

#### 1. CALL TO ORDER

##### **Minutes:**

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on May 13, 2019. Those Present: Councilors Dick Soderberg, Tom Goldsmith, Kevin Thompson, and Michele Vandal. Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney - Steve Anderson, Wade Steinbring – WPD, Dan Trosen – Utility Superintendent, Matt Rachuy - Airport, Bill Klingbeil, Michelle Rognerud and Jeremy Hadrava - MN DOT, Dustin Fanfulik and Steve Emery - WSN, Brian Schaible - Marvins, Brenda Bauman - DD Hub, and Glenda Phillipe - Warroad Legion Auxiliary.

##### **a. Approval of Agenda**

##### **Minutes:**

Councilor Soderberg moved to approve the agenda as presented. Councilor Vandal seconded and the motion carried unanimously.

##### **Vote results:**

Ayes: 5 / Nays: 0

#### 2. FISCAL/ADMINISTRATIVE ISSUES

##### **a. Approval of April 22, 2019 Regular Council Minutes**

##### **Minutes:**

Motion made by Councilor Vandal to approve the April 22, 2019 regular Council Minutes as written. The motion was seconded by Councilor Goldsmith and carried unanimously.

##### **Vote results:**

Ayes: 5 / Nays: 0

##### **b. Two Council Members to Review Bills on 5/28**

##### **Minutes:**

Councilor Soderberg and Councilor Vandal agreed to review the bills prior to the May 28, 2019 meeting

### c. Approval of Checks/NMPA Payment

Thompson & Vandal

#### **Minutes:**

Motion made by Councilor Vandal to approve the May 2019 checks totaling \$881,060.44(E2149-2166 = \$60,443.72, AP #46144-46233 = \$390,382.13, PR #7739-7764 = \$13,507.64, and PR E-#509587, 509616 = \$71,506.56, NMPA #20190430 = \$319,839.39, Sales Tax #04302019 = \$25,381.00). Motion seconded by Councilor Thompson and carried unanimously.

#### **Vote results:**

Ayes: 5 / Nays: 0

### d. April Revenue/Expense Summary

#### **Minutes:**

Information only. No action taken

## 3. Department of Transportation (MnDOT) - Jeremy Hadrava

#### **Minutes:**

Representatives from the MN DOT introduced themselves and informed council of a major reconstruction project on Highway 11 through Warroad scheduled for 2022. There will be informational and input meetings throughout this summer to get suggestions/ feedback about the proposed plan.

Storm sewer, curb and gutter, and pavement will be replaced along with a major reconstruction of the bridge.

No Action Taken.

#### **a. TH 11 Reconstruction Project Scenarios**

#### **b. TH 11 Reconstruction Timeline**

#### **c. Cost Participation for City**

## 4. PUBLIC SAFETY

#### **Minutes:**

None At this Time.

## 5. AIRPORT

#### **a. May Airport Commission Minutes**

#### **Minutes:**

Information Only, no action taken.

## 6. UTILITY DEPARTMENT

**a. May Utility Commission Minutes**

**Minutes:**

Information Only, no action taken.

**b. Authorization to send delinquent utilities to collection**

**Minutes:**

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

**Vote results:**

Ayes: 5 / Nays: 0

**c. UC Recommendation for Lift Station changes**

**Minutes:**

City Superintendent Trosen informed council that a new location for the new lift station has been found. It will cost more for dirt work for an access road than at the other site. At this time, the bids can be awarded for the project.

Motion made by Councilor Goldsmith to award the low bid for the lift station project to Spruce Valley. Motion seconded by Councilor Soderberg and carried unanimously

**Vote results:**

Ayes: 5 / Nays: 0

**d. Letter regarding service to new construction on Hallberg**

**Minutes:**

City Superintendent Dan Trosen informed council that he will be sending a letter to Cathy Sweeney stating that at this time the city recommends a mound sewer system for her property but if sewer services become available in the future, she will be required to connect.

No Action Taken.

**e. Approval of Yard Irrigation Policy**

**Minutes:**

Motion made by Councilor Thompson to adopt the Yard Irrigation Policy with changes as presented. Motion seconded by Councilor Vandal and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

**f. Approval of Resolution 2019-05 / Distributed Energy Interconnection Policy**

**Minutes:**

Motion made by Councilor Vandal to adopt Resolution 2019-05/ Distributed Energy Interconnection Policy as presented. Motion seconded by Councilor Thompson and carried unanimously

**Vote results:**

Ayes: 5 / Nays: 0

**g. 2019 Misc Equipment Bids**

**Minutes:**

Motion made by Councilor Thompson to accept the low quote for 2019 Misc Equipment and Material Bids from Warroad Ready Mix as presented. Motion seconded by Councilor Goldsmith and carried unanimously

**Vote results:**

Ayes: 5 / Nays: 0

**7. OTHER BUSINESS**

**a. National Poppy Day Proclamation**

**Minutes:**

Motion made by Councilor Vandal to adopt a Mayoral Proclamation to recognize May 24, 2019 as National Poppy Day. Motion seconded by Councilor Soderberg and carried unanimously

**Vote results:**

Ayes: 5 / Nays: 0

**b. Liquor License Application – LOW Brewing Company**

**Minutes:**

LOW Brewing Company has applied for a Brewer's Off-Sale, On-Sale Brewer's taproom and Sunday Sales liquor Licenses.

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

**Vote results:**

Ayes: 5 / Nays: 0

**c. Special Event Application – Allure Salon / Open House - 06/15/2019**

**Minutes:**

Motion made by Councilor Vandal to approve the Special Event Request for

Allure Salon's open house on June 15, 2019 as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

**d. Special Event Request – Streiff Sporting Goods / Annual Fishing Tourney – 07/13/2019**

**Minutes:**

Motion made by Councilor Thompson to approve the Special Event Request for Streiff Sporting Goods annual fishing tournament to be held July 13, 2019. Motion seconded by Councilor Vandal and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

**e. Special Event Request – Nomad Tavern / Beer Gardens – 07/04/2019**

**Minutes:**

Motion made by Councilor Vandal to table any decision for Nomad Tavern special event request until more information can be gathered. Motion seconded by Councilor Thompson and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

**f. Approval of Proclamation - EMS Week**

**Minutes:**

Motion made by Councilor Vandal to adopt a Mayoral Proclamation to recognize May 19 to May 25, 2019 as EMS week. Motion seconded by Councilor Thompson and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

**8. ADMINISTRATOR COMMENTS**

**a. TownCloud Software**

**Minutes:**

City Administrator Kathy Lovelace asked council their thoughts on receiving council packets through the internet. She has been looking at a new software that would be used for council packets and council minutes. The cost would be about \$900 per year.

She would like to continue to try the software to see if it simplifies the

process.

Motion made by Councilor Thompson to allow the purchase of the TownCloud software. Motion seconded by Councilor Goldsmith and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

## 9. Closed Meeting to discuss the sale of property

**Minutes:**

Councilor Vandal moved to close the Regular Meeting of the Warroad City Council and open the closed meeting . The motion was seconded by Councilor Thompson and carried unanimously. The meeting closed at 6:25 p.m.

Councilor Vandal moved to close the closed meeting and reopen the regular meeting. The motion was seconded by Councilor Soderberg and carried unanimously.

Motion made by Councilor Soderberg to deny the request to purchased city property. Motion seconded by Councilor Goldsmith and carried unanimously.

**Vote results:**

Ayes: 5 / Nays: 0

## 10. ADJOURNMENT

**Minutes:**

There, being no further business, Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 13, 2019. The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 6:35 p.m.

**Vote results:**

Ayes: 5 / Nays: 0