

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

**October 15, 2019**

**CALL TO ORDER:**

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

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

***Absent:*** None

***Also Present:*** City Administrator – Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Jeff Ploof – Park Manager, Joy Bukowiec – WRU, Matt Rachuy – Airport, and Wade Steinbring – WPD.

**APPROVE AGENDA:**

***Councilor Vandal moved to approve the meeting agenda as presented.*** The motion was seconded by Councilor Soderberg and carried unanimously.

**PUBLIC HEARING**

***Councilor Vandal moved to recess the regular council meeting and open the public hearing.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting recessed at 5:17pm.

- The Public Hearing is to consider a Variance Request by Scott Johnson Companies that would allow the construction of a handicap accessible duplex. Discussion about the necessity of a variance took place. The property owner can include the driveway in the new property description. Then there would be property up to the roadway which is a requirement for a buildable lot. Therefore, no need for a variance.

***Councilor Thompson moved to close the public hearing and reopen the regular council meeting.*** The motion was seconded by Councilor Vandal and carried unanimously. The meeting reopened at 5:33pm.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of September 23, 2019 Council Minutes**

***Motion made by Councilor Soderberg to approve the September 23, 2019 regular Council Minutes as written.*** The motion was seconded by Councilor Vandal and carried unanimously.

**Two Council Members to Review October 28<sup>th</sup> Bills**

Councilor Vandal and Mayor Marvin agreed to review the bills prior to the October 28, 2019 meeting.

**Approval of Checks**

***Motion made by Councilor Thompson to approve the October 2019 checks totaling \$863,094.75 (E2254-2270 = \$63,126.09, AP #46841-46931 = \$340,888.84, PR #7959-8001 = \$30,925.79, and PR E#509909, 509937 = \$70,130.63, NMPA #20190930 = \$330,938.40, Sales Tax #09302019 = \$27,085.00).*** Motion seconded by Councilor Goldsmith and carried unanimously.

**September Revenue/Expense Summary**

***Information only. No action taken.***

**PUBLIC SAFETY**

**AMB - Authorization to send delinquent Accounts to Collection/Revenue Recapture**

***Motion made by Councilor Vandal authorizing to send delinquent Ambulance accounts to collection/revenue recapture as presented.*** Motion seconded by Councilor Goldsmith and carried unanimously.

**AIRPORT****October Airport Commission Minutes**

*Information only. No Action Taken.*

**UTILITY DEPARTMENT****Utility Commission Minutes for October 9, 2019**

*Information only. No Action Taken.*

**Authorization to send delinquent Utility Accounts to Collection**

*Motion made by Councilor Vandal authorizing to send delinquent utility account to collection as presented.*

Motion seconded by Councilor Soderberg and carried unanimously.

**Authorization to write off Utility Accounts**

*Motion made by Councilor Goldsmith authorizing to write off delinquent utility accounts as presented.* Motion

seconded by Councilor Vandal and carried unanimously

**Authorization for Water Rate Increase**

*Motion made by Councilor Thompson authorizing a 50 cent customer charge increase and 5% rate increase for 2020 water rates which would have an estimated average increase per household of \$12 per year.* Motion

seconded by Councilor Goldsmith and carried unanimously

**PARK DEPARTMENT****Request to purchase vehicle**

Park manager Jeff Ploof asked council for authorization to purchase a new plow vehicle. There has been increased need for repairs and welding on the plow over the last winter. The old vehicle would go to the utility department for lighter snow removal.

*Motion made by Councilor Thompson authorizing the purchase of a new park vehicle with plow as presented.*

Motion seconded by Councilor Goldsmith and carried unanimously

**OTHER BUSINESS:****Liquor License Request**

The owner of the new Algoma Eatery and Tavern (Daisys building) is requesting approval of a liquor license with Sunday sales. All of the paperwork has been received and will be sent to the state.

*Motion made by Councilor Vandal to approve the liquor license as presented.* Motion seconded by Councilor Soderberg and carried unanimously.

**MN Energy Request for placement of antenna**

City administrator Kathy Lovelace was working with MN Energy to find a location for meter reading equipment and/or tower placement for the equipment. She proposed using the existing tower at the public safety facility. The city could lease the use of a portion of the tower for \$200 annually. She presented a lease agreement.

***Motion made by Councilor Vandal to approve a lease agreement with MN Energy for lease of a portion of the city tower at the Public Safety Building for placement of their meeting reading equipment at a cost of \$200 to be reviewed annually . Motion seconded by Councilor Soderberg and carried unanimously.***

**ADJOURNMENT:**

There, being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of October 15, 2019.*** The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:52 p.m.

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Mayor Bob Marvin

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Amy Friesner, city staff*