

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

**November 12, 2019**

**CALL TO ORDER:**

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on November 12, 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, Damian McMillin and John Larson – WFD, Matt Rachuy – Airport, and Yvonne Willems - visitor.

**APPROVE AGENDA:**

***Councilor Thompson moved to approve the meeting agenda with the removal of 3b – Police Sergeant Position.***  
The motion was seconded by Councilor Goldsmith and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of October 28, 2019 Council Minutes**

***Motion made by Councilor Vandal to approve the October 28, 2019 regular Council Minutes as written.*** The motion was seconded by Councilor Soderberg and carried unanimously.

**Two Council Members to Review November 25<sup>th</sup> Bills**

Councilors Vandal and Goldsmith agreed to review the bills prior to the November 25, 2019 meeting.

**Approval of Checks**

***Motion made by Councilor Thompson to approve the November 2019 checks totaling \$873,071.68 (E2281-2290 = \$34,241.16, AP #46974-47051 = \$427,974.06, PR #8009-8020 = \$8,392.30, and PR E#509994 = \$33,669.88, NMPA #20191031 = \$341,681.28, Sales Tax #10312019 = \$27,113.00).*** Motion seconded by Councilor Soderberg and carried unanimously.

**October Revenue/Expense Summary**

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

**Approval of Resolution 2019-11 Establishing Polling Place**

***Motion made by Councilor Vandal to approve Resolution 2019-11 Establishing the city office as the Polling Place for the 2020 election year.*** The motion was seconded by Councilor Soderberg and carried unanimously.

**Establish Dae for 2020 Budget Work Session**

***It was Council consensus to schedule a budget work session on November 26, 2019 at 1pm.***

**PUBLIC SAFETY**

**FD – Ratification of Fire Department Elections**

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

*Motion made Councilor Vandal to approve Damian Mcmillin as fire chief and John Larson as assistant beginning the first meeting in January 2020. Motion seconded by Councilor Goldsmith and carried unanimously.*

## **AIRPORT**

### **November Airport Commission Minutes**

*Information only. No Action Taken.*

## **UTILITY DEPARTMENT**

### **Utility Commission Minutes for November 5, 2019**

*Information only. No Action Taken.*

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

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

### **Street Projects 2020**

Utility superintendent Dan Trosen presented council with a proposed street project plan for 2020 along with the estimated costs. There were two areas; the southeast side of town and the northwest. He asked council for authorization to proceed with the process.

*Motion made by Councilor Goldsmith to authorize to proceed with the proposed 2020 street projects as presented. Motion seconded by Councilor Thompson and carried unanimously*

## **OTHER BUSINESS:**

### **Consideration to pursue RR Quiet Zone**

City administrator Kathy Lovelace asked council to consider pursuing a RR Quiet Zone. There have been many inquiries throughout the years. She asked city engineers Widseth Smith Nolting for a proposal. They presented a five step plan that, at process end, would include estimated costs and necessary actions required. The cost would not exceed \$9002 for the proposal.

*Motion made by Councilor Goldsmith to pursue the RR Quiet Zone through the process presented. Motion seconded by Councilor Vandal and carried unanimously.*

### **Special Event Request – Great Boughs of Fire/ Women of Today**

A special event request was submitted by the Women of Today for a bon fire at the point to burn Christmas trees after the holiday season. The fire department and utility department agreed to assist.

*Motion made by Councilor Vandal to approve the special event request for Great Boughs of Fire/ Women of Today 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 12, 2019.* The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:36 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*