

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

January 13, 2020

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on January 13, 2020. *Those*

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

Absent: Councilor Tom Goldsmith

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Dan Trosen – Utility Superintendent, Matt Rachuy – Airport Manager, Joy Bukowiec – WRU, Damian Mcmillin – WFD, Wade Steinbring – WPD and citizens Tammy Doebler, Steven Siedschlag, Barbara Shade, and Kris Drees.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 6c – Teamsters Contract. The motion was seconded by Councilor Soderberg and carried unanimously.

APPROVAL OF MINUTES:

Approval of December 9, 2019 Regular Council Minutes

Motion made by Councilor Thompson to approve the December 9, 2019 Regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Appointment of Acting Mayor for 2020

Motion made by Councilor Vandal to appoint Councilor Thompson as acting Mayor for 2020, in the case of Mayor Marvin's absence. Motion seconded by Councilor Soderberg and carried unanimously.

Designation of Official Newspaper

Motion made by Councilor Thompson to designate the Roseau Times Region as the City's official newspaper for 2020. The motion was seconded by Councilor Vandal and carried unanimously.

Designation of Official Depositories – SSB, 4M & 4M Plus Fund, RBC Dain Rauscher and Northern Trust Securities Inc

Motion made by Councilor Vandal to designate Security State Bank, 4M & 4M Plus Funds, RBC Dain Rauscher and Northern Trust Securities Inc. as the official depositories for the City of Warroad for 2020. The motion was seconded by Councilor Thompson and carried unanimously.

Appointment of Assistant Weed Inspector – Utility Superintendent

Motion made by Councilor Vandal to appoint the Utility Superintendent as 2020 Assistant Weed Inspector. The motion was seconded by Councilor Thompson and carried unanimously.

Authorization for 2020 Liquor Fund Transfer to City General Fund

Motion made by Councilor Vandal to authorize the Liquor fund Transfer of \$85,000.00 to the City General Fund. Motion seconded by Councilor Soderberg and carried unanimously.

Authorization for 2020 Electric Fund Transfer to City General Fund

Motion made by Councilor Vandal to authorize the Electric fund Franchise fee of \$270,000 to the City General Fund. Motion seconded by Councilor Soderberg and carried unanimously.

Approval of January Bills and NMPA payment

Motion made by Councilor Thompson to approve the December 2019 and January 2020 bills and NMPA payment totaling \$1,070,764.65 (E2314-2336 = \$61,679.51, AP #47166-47315 = \$538,445.87, PR #8107-8124 = \$13,543.06, and PR E510078, 510106= \$71,462.48, NMPA #20191231= \$353,631.73, Sales Tax #12312019= \$32,002.00). Motion seconded by Councilor Vandal and carried unanimously.

Review of Committee, Commission and Board Member Lists

Motion made by Councilor Vandal to table the list of Committees, Commissions, and Boards and review for approval at the next regular council meeting. Motion seconded by Councilor Thompson and carried unanimously.

Brady Martz & Associates – City Audit – Week of January 28 – 30, 2020

Informational Only, No Action Taken.

Review/Approval of 2020 Fee Schedule

Motion made by Councilor Thompson to table the 2020 Fee Schedule and review for approval at the next regular council meeting. Motion seconded by Councilor Vandal and carried unanimously.

Review of 2019 Revenue/Expense Summary

No action taken.

Two Council Members to Review January 27, 2020 Bills

Councilor Thompson and Councilor Vandal agreed to review the bills prior to the January 27, 2020 meeting.

PLANNING COMMISSION:

Planning Commission Recommendation to Rezone property from C-2 to C-1 per property owner's request

The planning commission is recommending that the property located on the corner of Lake St NE and Hwy 11 be rezoned from C-2 to C-1. This rezoning does not usually happen at the property owner's request unless it makes sense to do so. In this case, the property is surrounded by C-1 properties and was probably rezoned to C-2 at one time.

Motion made by Councilor Thompson to begin the process of rezoning the discussed property from C-2 to C-1. Motion seconded by Councilor Vandal and carried unanimously.

PUBLIC SAFETY ISSUES:

Approval of Resolution 2020-01

Council was asked to adopt Resolution 2020-01 approving state of Minnesota Joint Powers Agreements with the City on behalf of its attorney and police department. This would continue the agreements for another 5 years.

Motion made by Councilor Vandal to adopt Resolution 2020-01 approving State of Minnesota Joint Powers Agreements with the City of Warroad on behalf of its attorney and police department. Motion seconded by Councilor Thompson and carried unanimously.

Ambulance – Accounts to Collection

Motion made by Councilor Vandal to send delinquent ambulance accounts totaling \$1,140.61 to collection and revenue recapture. Motion seconded by Councilor Soderberg and carried unanimously.

Teamsters Contract

City Administrator Kathy Lovelace stated the copies of the proposed contract with the Teamsters were emailed to all council members for review. She recommended adopting the new contract with a fix to an error made in the wage sheet.

Motion made by Councilor Soderberg to adopt the new Teamster's three-year contract with the fixed wage sheet. The motion was seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT / COMMISSION MINUTES:

Minutes from 01/07/2020 Meeting

No Action Taken.

2020 Utility Service Fees

Utility Superintendent Dan Trosen recommended that the fee for utility miscellaneous services listed on the annual fee schedule be increased by \$25 each. 2012 was the last increase. The increases will be reflected in the new fee schedule when approved by council.

No Action Taken.

Approve 2020 Water Rate Increase

Councilor Thompson moved to adopt Resolution 2020-02 / 2020 Water & Sewer Rates as presented reflecting a 5% increase.
Motion seconded by Councilor Vandal and carried unanimously

Approval of UC recommendation to apply for grant for storm water retrofit analysis

The Utility Commission recommended the city apply for a grant (90/10 split) that would look at the storm water and make recommendations as to needs. This could possibly lead to more options for funding. The cost would be \$15,000 with the city's portion of \$1,500.

Motion made by Councilor Soderberg to apply for a grant for storm water retrofit analysis as discussed. Motion seconded by Councilor Vandal and carried unanimously.

Authorization to send delinquent utility accounts to collection

Motion made by Councilor Vandal to authorizing to send four delinquent utility accounts totaling \$1,186.92 to collection.
Motion seconded by Councilor Soderberg and carried unanimously.

AIRPORT:

Minutes of the 01/06/2020 Airport Commission Meeting

No Action Taken.

OTHER BUSINESS:

Citizens Concern – Dog Pound

Tammy Doeblner, representing a few area citizens, expressed concerns regarding the current Warroad dog pound. She said she was there to start a conversation regarding processes and clarification on some points listed in the current contract.

Council acknowledged the concerns and recommended that she work with Police Chief Steinbring as he creates policy and process going forward through the Public Safety Commission.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 13, 2020.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:42 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff