

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

January 27, 2020

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on January 27, 2020.

Those Present: Mayor Marvin; Councilors Dick Soderberg, Kevin Thompson, Tom Goldsmith, and Michele Vandal.

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, Wade Steinbring – WPD, Joy Bukowiec - WRU, Damian McMillin – WFD, and Jackson Harren, Mani Harren and Cindy Renfrow - WCD.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of January 13, 2020 Council Minutes

Motion made by Councilor Soderberg to approve the January 13, 2020 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Two Council Members to Review February 10th Bills

Councilor Soderberg and Councilor Vandal agreed to review the bills prior to the February 10, 2020 meeting.

Approval of Checks/NMPA Payment

Motion made by Councilor Thompson to approve the January 2020 checks totaling \$326,885.61 (E2337-2342 = \$29,038.96, AP #47316-47362 = \$239,119.55, PR #8125-8150 = \$23,487.90, and PR E-#510135 = \$35,239.20). Motion seconded by Councilor Vandal and carried unanimously.

Review/Approval 2020 Fee Schedule (tabled from 1/13 mtg)

Motion made by Councilor Vandal to approve the 2020 Fee Schedule as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

2020 WSN Standard Agreement for Engineering Services

City Administrator Lovelace stated that WSN is asking for an increase of 5.5% for fees for 2020. This fee schedule is only for miscellaneous projects. Any large projects will have the engineering fee included.

Motion made by Councilor Soderberg to approve the 2020 Standard Agreement for Professional Services from Widseth, Smith, Nolting as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

PUBLIC SAFETY

Ambulance – Accounts to Collection

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

Ambulance- Authorization for annual rate increase

Motion made by Councilor Goldsmith to authorize a 5% increase in ambulance call services for 2020 as recommended by the ambulance billing service. The motion was seconded by Councilor Vandal and carried unanimously.

REQUEST FOR LEGAL CLARIFICATION OF PROPERTY OWNERSHIP – GOVERNMENT ISLAND

Representatives of the Warroad Community Development Team asked council for direction on discerning the ownership of Government Island. They discussed their research into the matter and have now hit a dead end. City Attorney Steve Anderson stated that he could see no clear title and if the city were to pursue ownership they may end up in a court battle with other government entities including the state. He recommended contacting state representatives and asking them to help with the process to ownership. Mayor Marvin volunteered to attend any meetings with state officials to represent council.

No Action Taken.

UTILITY DEPARTMENT

None at this time.

PLANNING COMMISSION RECOMMENDATION**Recommendation that Council consider an ordinance regarding the permitting of Short-Term Vacation Rentals**

The planning commission is recommending an ordinance to permit short-term vacation rentals. A proposed ordinance was presented to council for consideration. It would require owners to register their home with the city and require them to inform renters of residential ordinances. There would be a fine and/or jail time for non-registration.

Motion made by Councilor Thompson to adopt an ordinance to allow short-term vacation rentals in residential areas with a \$50 annual permit fee. Motion seconded by Councilor Goldsmith and carried unanimously.

PORT AUTHORITY RECOMMENDATION**Recommendation that the City Council consider the attached Economic Development Policy**

City Administrator Kathy Lovelace presented council an Economic Development Policy that would hopefully be another tool for development and improvement of commercial property. It would allow tax abatement at the council's discretion.

Motion made by Councilor Goldsmith to adopt the Economic Development Policy as presented. Motion seconded by Councilor Vandal and carried unanimously.

OTHER BUSINESS:**Special Event Request/ Special Olympics Polar Plunge – Special Olympics – 03/14/20**

Motion made by Councilor Vandal to approve the Special Event Application for the Special Olympics Polar Plunge on March 16, 2018. Motion seconded by Councilor Goldsmith and carried unanimously.

Special Event Request/ Warroad Market/Movie in the Park – Chamber – Summer 2020

Motion made by Councilor Vandal to approve the Special Event Application for the Warroad Market and Movie in the Park for 2020. Motion seconded by Councilor Thompson and carried unanimously.

Special Event Request/ October Fest – DD HUB – 9/18-19/20

Motion made by Councilor Vandal to approve the Special Event Application for October Fest on September 18, 19, 2020. Motion seconded by Councilor Goldsmith and carried unanimously.

Application for Exempt Gambling Permit – Knights of Columbus – Bingo – 04/04/20

Motion made by Councilor Thompson to approve the Exempt Gambling Permit Application from Knights of Columbus for bingo to be held April 4, 2020. Motion seconded by Councilor Vandal and carried unanimously.

Application for Exempt Gambling Permit – Whitetails Unlimited – Raffle – 03/11/20

Motion made by Councilor Vandal to approve the Exempt Gambling Permit Application from Whitetails Unlimited for a Raffle on March 11, 2020. Motion seconded by Councilor Thompson and carried unanimously.

AT&T Request to re-negotiate lease agreement

City Administrator Kathy Lovelace presented council with a proposal from AT&T for a new lease with a new rate and extended length. The rate is lower than they are currently paying. There was discussion around the current terms and rental fees.

Motion made by Councilor Vandal to notify AT&T that the council is fine with the current contract and does not wish to renegotiate at this time. Motion seconded by Councilor Goldsmith and carried unanimously.

Update on Safe Harbor Project

Mayor Marvin updated Council on the status of the Safe Harbor Project. The next step would be to proceed with the permitting and plans/ specs. Council was asked if they should proceed with the project which would mean a financial commitment from the city.

It was council consensus to have City Administrator Kathy Lovelace contact Nate Dalager and have him put together cost for permitting, plans/specs and then give a project timeline estimate with total projected costs.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 27, 2020.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:20 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff