

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

April 8, 2020

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 12:00 p.m. on April 8, 2020.

Those Present: Mayor Marvin, Councilors Michele Vandal, Tom Goldsmith and Kevin Thompson

Absent: Councilor Dick Soderberg

Also Present: City Administrator – Kathy Lovelace

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of April 1, 2020 Council Minutes

Motion made by Councilor Vandal to approve the April 1, 2020 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Approval of Checks/NMPA Payment

Motion made by Councilor Vandal to approve the March 2020 checks totaling \$646,915.69 (E2383-2394 = \$36,365.62, AP #47597-47670 = \$195,586.68, Sales Tax #03312020 = \$30,442.00, PR #8187-8198 = \$8,953.33 and PR E-#510278 = \$34,750.13). Motion seconded by Councilor Thompson and carried unanimously.

Review of March 2020 Revenue/Expense Summary

Information only. *No action taken.*

PUBLIC SAFETY

AMB – Authorization to send delinquent accounts to collection/revenue recapture

Motion made by Councilor Thompson authorizing to send delinquent accounts to collection/revenue recapture.

The motion was seconded by Councilor Goldsmith and carried unanimously.

WARROAD COMMUNITY DEVELOPMENT

Request for payment of invoices

Warroad Community Development received a permit from the DNR to clear Government Island of brush and debris. Cyndy Renfrow consulted City Administrator Lovelace about the work, Lovelace stated she did not have authorization to commit the city to any payment for the work. WCD understood they would be responsible for 100% of the bill and proceeded with the work. They are asking the city to pay 50% of the total cost of \$7,000.

Motion made by Councilor Vandal to approve payment of 50% of the total cost of \$7,000. The motion was seconded by Councilor Goldsmith and carried unanimously.

COVID-19 RELATED ISSUSE

Department Work Schedules

Council members discussed the various departments and what, if anything, could be done differently. One suggestion was that there be only one officer on per shift at this time. This will allow the part-time officer to cover other officers when needed for time off.

Utility department personnel were reminded to maintain a 6' separation while working. If necessary to be closer due to the task being performed, gloves and mask must be worn.

Community Update

No Action.

Any Other Issues

City Administrator Lovelace was instructed to send out an communication to all full-time employees reminding them of the responsibility of being considered an essential worker, reminding them of the stay-at-home executive order, reminding them to practice social distancing and encouraging them to practice other recommendations from the CDC and MDH.

OTHER BUSINESS:

None at this time.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of April 8, 2020.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 12:40 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Kathy A. Lovelace