

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

April 29, 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 29, 2020.

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

Absent:

Also Present: City Administrator – Kathy Lovelace, Steve Anderson – City Attorney, and John Horner – Roseau County Commissioner.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 5b. School Property. The motion was seconded by Councilor Soderberg and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of April 22, 2020 Council Minutes

Motion made by Councilor Soderberg to approve the April 22, 2020 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Approval of Checks/NMPA Payment

None

EMERGENCY SERVICES

AMB – Authorization to send delinquent accounts to Collection / Rev. Recapture

Motion by Councilor Vandal to approve the accounts to collection and revenue recapture in the amount of \$3,027.86 as presented. The motion was seconded by Councilor Soderberg and carried unanimously.

COVID-19 RELATED ISSUSE

Department/Personnel Issues

The question was asked by a department head if an employee could attend a training down by the cities that was previously scheduled. The instructors intend to hold the class. Council members discussed and decided that it should be postponed or rescheduled. It was the consensus of the council that there would be no training or travel outside of the immediate area by employees for city business unless it were an emergency. This decision remains through at least May and will be discussed again at that time.

Public Access

The Public assess remains open

Campground/Public Facilities

There was discussion regarding the Governor's current Stay-at-Home Executive Order with regards to campgrounds. It was clarified that seasonal campgrounds were individuals leave their personal property at the campground could open if the campground so chooses. After discussions, it was council consensus to open the campground to seasonal campers effective May 5th, but to leave the public bathrooms closed at this time.

Liquor License Consideration

Lovelace indicated that she had heard from two liquor license holders asking they the city would consider pro-rating and refund a portion of their fee since they have been closed due to the Governor's Executive Order, and by no fault of their own. Council member discuss various options.

Motion by Councilor Vandal to pro-rate annual on-sale liquor licenses and refund 3 months (Mar – May) to those businesses that have been closed due to the Governors Executive Order. Motion was seconded by Councilor Goldsmith and carried unanimously.

Any Other Issues

Lovelace reminded council members that the City Office and the Utility Office would begin summer hours starting on Monday, May 4th and extending through the month of September. Those hours are Mon – Thu from 7:30am – 5:00pm, and Fridays from 7:30am – 1:00pm.

OTHER BUSINESS:

Personal Docks off of City Property or ROW

Lovelace indicated that she had received two request this summer already from people wanting to know how they can put a personal dock off the City ROW on the south side of West Lake Street near the intersection of W Lake St. and Cedar Ave. There was much discussion about the liability concerns with the steep slope of the bank as well as the fact that there is no area at all for parking.

It is believed that there are currently two docks in this area that appear to be either new or recently upgraded. Council asked to have law enforcement determine who the docks belong to. If they owners live adjacent to the ROW, they are willing to allow them to be grandfathered provided a lease is signed and conditions included in the lease with regard to any future construction. Council members felt that due to lack of parking and the condition and slope of the bank, they do not want to see any more docks in this location.

Motion by Councilor Vandal not to allow any further docks and directing the City Attorney to draft a lease for the existing docks located south of W. Lake St. near the intersection with Cedar Ave. The lease will also contain restrictions with regards to any future alterations to the existing docks. Motion seconded by Councilor Thompson and carried unanimously.

School Property

Lovelace stated that she has been in contact with the school several times over the past 4-5 years keeping them informed of the status of the special assessments that are soon coming due on the school owned property on the west side of Cedar Ave. across from the school. Lovelace stated she received a call from the superintendent and will be meeting with him to discuss various options. ***No action taken at this time.***

ADJOURNMENT:

There, being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of April 22, 2020.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 12:50 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Kathy A. Lovelace