

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

May 6, 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, John Horner – Roseau County Commissioner, and Dan Trosen – Utility Superintendent.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the deletion of 2.a Council Minutes. The motion was seconded by Councilor Thompson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of April 29, 2020 Council Minutes

Item deleted until next meeting.

Approval of Checks/NMPA Payment

None

UTILITY DEPARTMENT

Consent to Alterations – AT&T

Plans were submitted and reviewed by the City’s engineers for changes to antennas that AT&T would like to make. The engineers have approved those plans therefore, AT&T is asking for permission to proceed with those enhancements to its wireless communications facility at the water tower.

Councilor Vandal moved to authorize the City Administer to sign the Consent and Notice of Alteration to allow AT&T to make the enhancements approved by KLM engineers. Motion was seconded by Councilor Soderberg and carried unanimously.

COVID-19 RELATED ISSUE

COVID-10 Preparedness Plan:

Lovelace stated that the City is required to have a COVID-19 Preparedness Plan in place for our employees. The draft plan included in the council packets started from a template provided by the CGMC and was modified to better fit our city.

Councilor Thompson moved to approve the COVID-19 Preparedness Plan (Rev.1) for the City of Warroad as presented. Motion was seconded by Councilor Soderberg and carried unanimously.

Public Access

The Public assess remains open

Campground/Public Facilities

Lovelace asked for clarification regarding city facilities. She reminded council members that the Public Safety building and the Utility Department office were closed to the public several weeks ago. She wanted clarification on their intent. Is it the intent that those departments stop providing non-emergency services to the public, or that they continue using modified procedures.

Council clarified that they still want the departments to provide services, including non-emergency services, to the public if it can be done by appointment and in a safe and controlled manner.

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

Signage – Lovelace stated that she was working with the DD HUB to get some signs designed to put in public areas. These signs would have various messages and placed strategically based on the message. She asked how they wanted to handle the approval. ***It was council consensus to allow the City Administrator to use best judgement and to handle getting them installed as soon as possible.***

Resolution of Support

At the request of some local businesses, Lovelace asked the council if they would like her to draft a resolution for consideration similar to those passed by area cities and counties. The resolution would urge Governor Walz to allow businesses, including non-critical businesses, to reopen.

After some discussion, it was council consensus that Lovelace draft a resolution and send out to council members for review. Though it is understood that a resolution would not allow business to reopen against the Governor's Executive Orders, council members thought it prudent to continue to support local businesses and to continue to prompt elected officials to reopen our local business.

OTHER BUSINESS:

None

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 6 22, 2020.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 12:53 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Kathy A. Lovelace