

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

**August 10, 2020**

**CALL TO ORDER:**

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 4:30 p.m. on August 10, 2020.

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

***Absent:*** None

***Also Present:*** City Administrator – Kathy Lovelace, Amy Friesner – city staff, Wade Steinbring – WPD, Jim Trojanowski – NW Regional Library, Eric Nerland – LOW Brewery.

**APPROVE AGENDA:**

***Councilor Vandal moved to approve the meeting agenda with the addition of 7f – request for fee waiver.*** The motion was seconded by Councilor Thompson and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of July 27, 2020 Council Minutes**

***Motion made by Councilor Goldsmith to approve the July 27, 2020 regular Council Minutes as written.*** The motion was seconded by Councilor Vandal and carried unanimously

**Approval of Checks/NMPA Payment**

***Motion made by Councilor Vandal to approve the August 2020 checks totaling \$1,011,613.82 (PR E510600 = \$42,287.25, PR #8314-8327 = \$8,115.63, E#2466-2476 = \$39,707.31, NMPA #20200731 = \$359,746.47, Sale Tax #07312020 = \$39,496.00, and A/P #48128-48197 = \$522,261.16).*** Motion seconded by Councilor Soderberg and carried unanimously.

**Review of July 2020 Revenue/Expense Summary**

Information only. ***No action taken.***

**Certified 2021 LGA**

Information only. LGA will be reduced by \$18,000 in 2021. ***No action taken.***

**NORTHWEST REGIONAL LIBRARY – JIM TROJANOWSKI, DIRECTOR**

Jim Trojanowski from the Northwest Regional Library presented the Council with a request for a 2% increase in funding for 2021. If approved, the increase would cost the city an additional \$1,414 for 2021.

***No Action Taken***

**PUBLIC SAFETY**

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

***Motion by Councilor Vandal to approve ambulance accounts to collection and revenue recapture as presented.***

The motion was seconded by Councilor Soderberg and carried unanimously.

**PD – Request to Hire FT Officer**

Police Chief Wade Steinbring asked council to consider an exception to the hiring freeze now in effect. He asked to hire a FT police officer to fill the empty position created by a resignation last November. Chief Steinbring was asked about number of calls, part-time officers, and possible schedule changes.

Council asked to be updated on the current budget and future direction. There will be a budget workshop next week.

*It was council consensus to table further discussion until the August 24<sup>th</sup> meeting.*

## **UTILITY DEPARTMENT**

### **Utility Commission Minutes for August 2020**

*Information only. No Action Taken.*

#### **Authorization to send delinquent Utility Account to Collection**

*Motion made by Councilor Thompson authorizing to send delinquent utility accounts to collection as presented.*  
Motion seconded by Councilor Vandal and carried unanimously.

#### **Right-to-Service**

*Motion made by Councilor Vandal to table any discussion on Right-to-Service until the August 24<sup>th</sup> meeting when city attorney Steve Anderson can attend.* Motion seconded by Councilor Thompson and carried unanimously.

## **COVID-19 RELATED ISSUES/UPDATES**

### **CARES Act**

City Administrator Kathy Lovelace stated that the city had received their portion of the Coronavirus Relief Fund. Through the CARES Act, the city received \$138,475 to be used to reduce costs related to COVID-19. All qualifying costs have not been determined yet. Council was asked to consider putting any extra funds into a collective grant account with Roseau county for businesses to be administered by Northwest Community Action.

*No Action Taken.*

## **OTHER BUSINESS:**

### **Special Event Application – Chamber of Commerce/ Octoberfest 5k/ 10-5**

*Motion made by Councilor Thompson to approve the Special Event Request for the LOW Brewery for Octoberfest on September 18<sup>th</sup> and 19<sup>th</sup>, 2020 as discussed.* Motion seconded by Councilor Goldsmith and carried unanimously.

### **Application for Lawful Gambling Permit Change / Whitetails Unlimited**

*Motion made by Councilor Vandal to approve the Lawful Gambling Permit change as presented.* The motion was seconded by Councilor Goldsmith and carried unanimously.

### **Memorial Request**

The city received a request for a memorial bench in Allison Park. Through discussion with the donor and other stakeholders, the idea of a memorial wall was mentioned. This would allow others to donate and be recognized.

*It was council consensus to proceed with research into a memorial wall at Allison Park.*

### **MnDOT Representative for future meetings**

City Administrator Kathy Lovelace asked council for two representatives to attend any future MnDOT meetings.

*Mayor Marvin and Councilor Goldsmith will represent the council at future MnDOT meetings.*

### **2021 Budget Discussions**

City Administrator Kathy Lovelace asked council to look at their calendars to decide a date for a budget work session sometime of the week of August 17, 2020.

*No Action Taken.*

**Request for Fee Waiver**

City Administrator Kathy Lovelace asked council to consider waiving the food truck fee for The Roseau Eagles since they are a non-profit organization.

*Motion made by Councilor Vandal to waive the 2020 food truck fee for the Roseau Eagles.* Motion was seconded by Councilor Thompson and carried unanimously.

**ADJOURNMENT:**

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of August 10, 2020.* The motion was seconded by Councilor Soderberg and carried unanimously. The meeting adjourned at 5:42 p.m.

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Mayor Bob Marvin

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Amy Friesner – city staff*