

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

September 14, 2020

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 4:35 p.m. on September 14, 2020.

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

Absent: Councilor Dick Soderberg

Also Present: City Administrator – Kathy Lovelace, Amy Friesner – city staff, Dan Trosen – Utility Superintendent, Damian McMillin – WFD, and Brenda Baumann – DD Hub.

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 August 24, 2020 Council Minutes

Motion made by Councilor Goldsmith to approve the August 24, 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 September 2020 checks totaling \$763,386.17 (PR E510679 = \$37,690.43, PR #8336-8349 = \$8,216.42, E#2485-2495 = \$37,291.73, NMPA #20200831 = \$350,856.01, Sale Tax #08312020 = \$33,851.00, and A/P #48245-48332 = \$295,480.58). Motion seconded by Councilor Thompson and carried unanimously.

Review of August 2020 Revenue/Expense Summary

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

Consideration of Revised Credit Card Policy

City Administrator Kathy Lovelace asked council to approve a revised credit card policy that would, when necessary, authorize department heads to be issued and use the city credit card for purchases qualified by the city's purchase policy.

Motion made by Councilor Vandal to approve the revised Credit Card Policy as presented. The motion was seconded by Councilor Thompson and carried unanimously

PUBLIC SAFETY

FD – Approval to Accept AFFG Grant Money

Motion by Councilor Vandal to accept the AFFG Grant Money in the amount of \$123,523.81 to pay 90% of the applied for expense for new air packs. The motion was seconded by Councilor Goldsmith and carried unanimously.

UTILITY DEPARTMENT

Authorization to send delinquent Utility Account to Collection

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

Utility Commission Minutes for September 2020

Information only. No Action Taken.

Ped Crossing at Gladys

A proposal for the completion of the sidewalk and crossing at Gladys and Hwy 11 was presented. The amount was \$10,080. This would basically be a temporary fix since Hwy 11 will be redone in 2023.

It was Council consensus not to proceed with the project.

AIRPORT – PROPOSAL FOR MARKET STUDY – SCHEDULED AIR SERVICE

Brenda Baumann of the DD Hub addressed council about the possibility of scheduled air service at the airport. The research is in the early stages. Area businesses have shown an interest. The possibility of increased tourism and citizen convenience is also being researched. Ms. Baumann has been in touch with various people and a consultant service about the process to bring schedule air service to Warroad.

It was Council consensus to send the continued discussion for the possibility of scheduled air service over to the airport commission.

OTHER BUSINESS:

Special Event Application – Warroad Body & Balance / Christina Peterson

Motion made by Councilor Thompson to approve the Special Event Request Warroad Body & Balance outdoor Yoga as presented. Motion seconded by Councilor Vandal and carried unanimously.

Special Event Application – Warroad Panther Soccer / Ronda Hanson

Motion made by Councilor Thompson to approve the Special Event Request for Warroad Panther Soccer with the stipulation that a schedule is submitted. Motion seconded by Councilor Vandal and carried unanimously.

Liquor License Renewals:

Six businesses have completed all the documentation and paid all fees to renew their licenses the same as last year: The American Legion, Holiday Station, Izzy's Lounge, The Phoenix, LOW Brewery, and Nomad Tavern. City staff has verified they have all paid their property taxes.

Motion made by Councilor Vandal to approve the liquor license renewals as listed. Motion seconded by Councilor Goldsmith and carried unanimously.

Request for Outdoor Rink for this winter

Motion made by Councilor Vandal to allow an outdoor rink on city property located behind the arena for this season. Motion seconded by Councilor Goldsmith and carried unanimously.

Summer Hours

City Administrator Kathy Lovelace asked council to consider making the 'summer hours' the permanent hours. She has not had any complaints about not being open past 1pm on Fridays.

Motion made by Councilor Thompson to continue with the new hours worked this summer and review in the spring. Motion seconded by Councilor Vandal and carried unanimously.

Border-to-Border Broadband Letter of Support - FYI

City Administrator Kathy Lovelace sent a letter to the county coordinator in support of Broadband development throughout the area.

FYI – No Action taken.

Citizen Request to Address Council – Sabre Kirolos (limited to 5 min.)

Property owner Sabre Kirolos spoke to council over the phone about the proposed city purchase of a parcel of land that he owns. He spoke in total of 36 minutes. His main concern was the appraised value of the property. City attorney Steve Anderson reminded Mr. Kirolos of a letter that was sent to him that gave him the option to get his own appraisal of the property and that the city would reimburse him for a reasonable cost.

No Action taken.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of September 14, 2020.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:12 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner – city staff