

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

**November 9, 2020**

**CALL TO ORDER:**

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 4:30 p.m. on November 9, 2020.

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

***Absent:*** Councilors Dick Soderberg and Kevin Thompson

***Also Present:*** City Administrator – Kathy Lovelace, Amy Friesner – city staff, Dan Trosen – Utility Superintendent, and Wade Steinbring – WPD.

**APPROVE AGENDA:**

***Councilor Vandal moved to approve the meeting agenda with the addition of 6c – Special Event Request.*** The motion was seconded by Councilor Goldsmith and carried unanimously.

**PUBLIC HEARING to hear any disputes on delinquent accounts as provided in City Ordinance prior to certification to the county:**

***The Public Hearing was opened at 4:32pm.***

The Red Lake Band of Chippewa legal representative Joe Plummer was available on speaker phone. He stated that he had just received the notification of certification of past due utilities to the county. He asked what properties this pertained to and what utilities were considered past due. He had more questions, but the city's legal counsel was not available.

***It was council consensus to continue the public hearing for the Red Lake Band of Chippewa properties until the November 23, 2020 council meeting to give time for legal counsel discussion.***

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of October 26, 2020 Council Minutes**

***Motion made by Councilor Vandal to approve the October 26, 2020 regular Council Minutes as written.*** The motion was seconded by Councilor Goldsmith and carried unanimously

**Approval of Checks/NMPA Payment**

***Motion made by Councilor Goldsmith to approve the November 2020 checks totaling \$728,704.94 (PR E510823 = \$35,592.46, PR #8401-8412 = \$6,725.56, E#2530-2542 = \$36,372.57, NMPA #20201031 = \$346,315.49, Sale Tax #10312020 = \$27,656.00, and A/P #48501-48571 = \$276,042.86).*** Motion seconded by Councilor Vandal and carried unanimously.

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

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

**Resolution Approving Sale of Property**

Council was asked to approve a resolution for the sale of property to Keith and Susan Astrup that occurred 2004.

***Motion made by Councilor Goldsmith to adopt Resolution 2020-16 recognizing the sale of property to Keith and Susan Astrup in 2004.*** The motion was seconded by Councilor Vandal and carried unanimously.

**Approval to certify accounts for collection with taxes**

City Administrator Kathy Lovelace asked council to certify all presented properties for collection with taxes except the Red Lake Band of Chippewa property that will be considered at the next council meeting:

56.0062800 – Audrey Bolton, assessment #4202 and 4398  
56.301900 – ISD 690, assessment #4689 and 4202  
56.0090400- Wells Fargo Bank, Unpaid utilities

*Motion made by Councilor Vandal to certify all presented properties for collection with taxes except the Red Lake Band of Chippewa property.* The motion was seconded by Councilor Goldsmith and carried unanimously.

### **PUBLIC SAFETY**

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

*Motion by Councilor Goldsmith to approve the two accounts to collection and revenue recapture in the amount of \$536.73 as presented.* The motion was seconded by Councilor Vandal and carried unanimously.

#### **PD – Authorization to hire full-time officer**

Police chief Wade Steinbring asked for authorization to hire Neiko Cleven as a full-time police officer as recommended by the interview committee pending a favorable background and medical check.

*Motion by Councilor Vandal to offer Neiko Cleven a full-time Police officer position pending a favorable background and medical check.* The motion was seconded by Councilor Goldsmith and carried unanimously.

#### **PD – Authorization to hire part-time officers**

Police chief Wade Steinbring asked for authorization to offer two interviewees part-time police officer positions. It is very difficult to find and retain part-time officers.

*Motion by Councilor Vandal to offer part-time positions to two of the officer interviewees.* The motion was seconded by Councilor Goldsmith and carried unanimously.

### **UTILITY DEPARTMENT**

#### **Utility Commission Minutes for November 2020**

*Information only. No Action Taken.*

#### **Review and Approval of 2021 Street Projects**

Superintendent Trosen gave a list of possible 2021 street projects. Councilor Goldsmith asked if the project including 2<sup>nd</sup> Ave NW could have an option of sidewalks from the new hotel to Elk St NW.

*It was council consensus to proceed with the bids and specs for each project.*

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

*Motion made by Councilor Vandal authorizing to send delinquent utility accounts to collection as presented.*

Motion seconded by Councilor Goldsmith and carried unanimously.

### **OTHER BUSINESS:**

#### **Petition Request to Vacate City Street**

The city received a request to vacate a part of Park Ave NW between Spruce and Lake St NW. It was recommended that the planning commission review and address the request.

*It was Council consensus to refer the petition to vacate city street to the planning commission.*

#### **Summary Update for Quiet Zone**

City Administrator Kathy Lovelace updated council on the Proposed Quiet Zone. City Engineers have completed a draft 'Notice of Intent' that has been submitted to key individuals before sending to the Federal Railroad Office in Washington DC. There is a 60-day comment period at which time cost estimates will be work on.

*No Action taken.*

**Special Event Application**

Lake of the Woods Brewery asked for approval of a Special Event Request for each Saturday there is a Youth Hockey Tournament. They asked to be able to close the street next to the brewery along the river for activities since the Covid guidelines would be restrictive for indoor activities.

*Motion made by Councilor Vandal to approve the Special Event Request for LOW Brewery pending Utility Superintendent Trosen's review of plans to insure no damage to the roadway.* Motion seconded by Councilor Goldsmith and carried unanimously.

**ADJOURNMENT:**

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of November 9, 2020.* The motion was seconded by Councilor Goldsmith and carried unanimously. The meeting adjourned at 5:20 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*