

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

December 14, 2020

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on December 14, 2020.

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

Absent: Councilor Dick Soderberg

Also Present: City Administrator – Kathy Lovelace, City Staff – Amy Friesner, Dan Trosen – Utility Superintendent, Brenda Baumann – DD Hub, Cyndy Renfrow – WCD, Jeff Ploof - Park, and John Horner – Roseau County.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 7d – second Meeting in December and 7e – St Light at Hwy 313 and County Rd 13. The motion was seconded by Councilor Goldsmith and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of November 23, 2020 Council Minutes

Motion made by Councilor Vandal to approve the November 23, 2020 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Approval of November 24, 2020 Special Work Session Minutes

Motion made by Councilor Vandal to approve the November 24, 2020 Special Work Session Minutes as written. The motion was seconded by Councilor Goldsmith and carried unanimously.

Approval of December 2, 2020 Special Work Session Minutes

Motion made by Councilor Thompson to approve the December 2, 2020 Special Work Session Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of Checks

Motion made by Councilor Vandal to approve the December 2020 checks totaling \$1,046,310.00 (E2550-2565 = \$53,840.04, AP #48637-48709 = \$546,316.52, PR #8418-8496 = \$45,831.74, and PR E#510876 = \$42,200.41, NMPA #20201130 = \$330,332.29, Sales Tax #11302020 = \$27,789.00). Motion seconded by Councilor Goldsmith and carried unanimously.

November Revenue/Expense Summary

Information only. No action taken.

PUBLIC SAFETY

AMB – Authorization to send delinquent Accounts to Collection/Revenue Recapture

Motion made by Councilor Goldsmith authorizing to send delinquent ambulance Accounts to collection/ Revenue Recapture as presented. Motion seconded by Councilor Vandal and carried unanimously.

FD – Authorization to send delinquent Accounts to Collection

Motion made by Councilor Goldsmith authorizing to send delinquent Fire Calls to collection as presented. Motion seconded by Councilor Thompson and carried unanimously.

FD – Authorization to be written-off

Motion made by Councilor Vandal authorizing to write-off one delinquent Fire Call as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

CAMPGROUND**Park Board Recommendation for bathhouse improvements**

Park Manager Jeff Ploof presented four bids for improvements to the bathhouse. The shower stalls no longer meet health department guidelines. The Park Board is recommending the bid from Scott Johnson Companies to put the same type of material that is in the new bathhouse at a cost of \$17,612.

Motion made by Councilor Goldsmith to accept the bid from Scott Jonson Companies in the amount of \$17,612. Motion seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT**Utility Commission Minutes for December 2020**

Information only. No Action Taken.

Resolution 2020-21 Water/Sewer Rates for 2021

Councilor Vandal moved to adopt Resolution 2020-21 / 2021 Water & Sewer Rates as presented reflecting a 0% increase. Motion seconded by Councilor Thompson and carried unanimously

2021 Fuel Bids

Utility Superintendent Dan Trosen presented council a fuel bid summary. There were two bids received. If patronage from Cenex/Farmers Union is taken into consideration along with the discount per gallon, Cenex/Farmers Union has the highest bid. It is the recommendation that the fuel bid for 2021 be awarded to Cenex/Farmers Union Oil of Warroad.

Motion made by Councilor Goldsmith to accept the bid for both gas and diesel from Cenex/Farmers Union for the 2021 fuel needs. Motion seconded by Councilor Vandal and carried unanimously with Councilor Thompson Abstaining.

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:**Consideration for Air Service Consulting Services.**

Brenda Baumann of DD Hub informed council that the other entities needed to continue the consideration of Air Service in Warroad were on board and willing to pay their share of consulting fees. It was recommended that the agreement with Mead & Hunt be signed to proceed.

Motion made by Councilor Goldsmith to sign the agreement for Air Service Consulting Services from Mead & Hunt. Motion seconded by Councilor Vandal and carried unanimously.

Approval of 2021 Tobacco & E-Cig Licenses.

Motion made by Councilor Vandal to approve the 2021 Tobacco Licenses as presented. Motion seconded by Councilor Thompson and carried unanimously.

Resolution 2020-20 Designation of the Annual Polling Place

Motion made by Councilor Thompson to adopt Resolution 2020-20 Designating the City Office as the annual polling place for 2021. Motion seconded by Councilor Vandal and carried unanimously.

December 28, 2020 Regular Council Meeting

Motion made by Councilor Vandal to cancel the December 28, 2020 Regular Council Meeting. The motion was seconded by Councilor Thompson and carried unanimously.

St Light at Hwy 313 and County Rd 13

County Commissioner John Horner asked council to consider paying the electric bill for streetlight(s) if installed at the intersection of Hwy 313 and County Rd 13. He has had some requests for the install for safety reasons. The intersection is dark. MN Dot is willing to consider it, but they do not want to pay any bills.

The Council was willing to consider paying the electric for the streetlight(s) if it can be connected to an existing meter.

WARROAD COMMUNITY DEVELOPMENT**Stakeholders Recommendation for Sidewalks, Trails & Crosswalks**

Cyndy Renfrow of Warroad Community Development updated council on the discussions that the stakeholders had in the next phase of planning of the 2024 Hwy 11 project. Sidewalks, trails, and crosswalks were discussed, and placement was decided. The next phase will probably be the bridge.

Motion made by Councilor Thompson to accept the stakeholders' recommendations for sidewalk, trails and crosswalk placement for the 2024 Hwy 11 project and ask the stakeholders to continue to be involved through other phases. Motion seconded by Councilor Goldsmith and carried unanimously.

Update on WCD projects

Ms. Renfrow updated the council on the various projects that Warroad Community Development is involved with. That included a NW MN Bike Trail System and a wellness center.

No Action Taken.

OPEN PUBLIC TRUTH-IN-TAXATION HEARING TO DISCUSS 2021 PROPOSED BUDGET

Motion made by Councilor Vandal to open the Public Hearing for Truth-in-Taxation. The motion was seconded by Councilor Thompson and carried unanimously.

The 2021 Budget Discussion was opened at 6:04pm. No City residents were on hand concerning truth-in-taxation. The proposed 2021 budget was reviewed. The overall increase proposed was 3.81%.

Motion made by Councilor Vandal to close the Public Hearing and Resume the Regular council Meeting. The motion was seconded by Councilor Thompson and carried unanimously. The regular meeting resumed at 6:09pm.

FINAL APPROVAL OF 2021 BUDGET

Motion made by Councilor Vandal to approve the 2021 Budget/ Tax Levy as presented which would result in a 3.81% increase. The motion was 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 December 14, 2020.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:10 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff