

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

January 11, 2021

CLOSED MEETING PUSUANT TO MN STATUTES, SECTION 13D.05, SUBDIVISION 3(b)

The time is 4:23pm. This portion of the meeting will be closed pursuant to MN Statues, Section 13D.05, subdivision 3 (b). The grounds for closing it are as follows:

The City's need for absolute confidentiality outweighs the purposes served by the open-meeting law in this cast based on the following:

- Absolute confidentiality is necessary so that the City Council and legal counsel can have a candid and open discussion to determine the available legal options to handle the litigation, including response strategy and possible areas of reconciliation.
- The purpose of the closed meeting is not to make a decision behind closed-doors, but instead the purpose of the meeting is to determine the legal options for handling the litigation.
- The only business to be discussed is the pending litigation.
- An open session would be detrimental because it may take place in the presence of individuals involved in the litigation.
- A closed session would benefit the public because the ultimate outcome of the litigation may impact the operations and finances of the city.

Motion made by Councilor Thompson to close the meeting as stated above. Motion was seconded by Councilor Vandal and carried unanimously.

The meeting is now open. The time is 4:50pm

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:50p.m. on January 11, 2021.

Those Present:, Councilor Michele Vandal, and Kevin Thompson and Councilor Tom Goldsmith by video conference.

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Damian McMillin – WFD, Wade Steinbring – WPD and Roseau county Commissioner John Horner.

SWEARING IN OF NEW AND RE-ELECTED COUNCIL MEMBERS

Mayor Bob Marvin and Councilor Michele Vandal were sworn in. Council recognized the vacant council position that newly elected Tony Thortsen declined. It was decided to talk to other candidates that were on the ballot and to appoint based on conversations.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda. The motion was seconded by Councilor Thompson and carried unanimously.

APPROVAL OF MINUTES:

Approval of December 14, 2020 Regular Council Minutes

Motion made by Councilor Thompson to approve the December 14, 2020 Regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Appointment of Acting Mayor for 2021

Motion made by Councilor Vandal to appoint Councilor Thompson as acting Mayor for 2021, in the case of Mayor Marvin's absence. Motion seconded by Councilor Goldsmith and carried unanimously.

Designation of Official Newspaper

Motion made by Councilor Vandal to designate the Roseau Times Region as the City's official newspaper for 2021. The motion was seconded by Councilor Thompson and carried unanimously.

Designation of Official Depositories – SSB, 4M & 4M Plus Fund, RBC Dain Rauscher and Northern Trust Securities Inc

Motion made by Councilor Vandal to designate Security State Bank, 4M & 4M Plus Funds, RBC Dain Rauscher and Northern Trust Securities Inc. as the official depositories for the City of Warroad for 2021. The motion was seconded by Councilor Thompson and carried unanimously.

Appointment of Assistant Weed Inspector – Utility Superintendent

Motion made by Councilor Vandal to appoint the Utility Superintendent as 2021 Assistant Weed Inspector. The motion was seconded by Councilor Thompson and carried unanimously.

Authorization for 2021 Liquor Fund Transfer to City General Fund

Motion made by Councilor Vandal to authorize the Liquor fund Transfer of \$85,000.00 to the City General Fund. Motion seconded by Councilor Goldsmith and carried unanimously.

Authorization for 2021 Electric Fund Transfer to City General Fund

Motion made by Councilor Vandal to authorize the Electric fund Franchise fee of \$270,000 to the City General Fund. Motion seconded by Councilor Thompson and carried unanimously.

Approval of December 2020/January 2021 Bills and NMPA payment

Motion made by Councilor Vandal to approve the December 2020 and January 2021 bills and NMPA payment totaling \$944,341.95 (E2566-2584 = \$70,260.09, AP #48710-48799 = \$393,408.80, PR #8497-8513 = \$13,453.17, and PR E510904, 510932= \$76,475.32, NMPA #20201231= \$353,933.57, Sales Tax #12312020= \$36,811.00). Motion seconded by Councilor Thompson and carried unanimously.

Review of Committee, Commission and Board Member Lists

Motion made by Councilor Vandal to table the list of Committees, Commissions, and Boards and review for approval at the next regular council meeting. Motion seconded by Councilor Thompson and carried unanimously.

Brady Martz & Associates – City Audit – Week of January 25 – 29, 2021

Informational Only, No Action Taken.

Review/Approval of 2021 Fee Schedule

Motion made by Councilor Thompson to table the 2021 Fee Schedule and review for approval at the next regular council meeting. Motion seconded by Councilor Vandal and carried unanimously.

Review of 2020 Revenue/Expense Summary

No action taken.

Ag Lease Renewals

Motion made by Councilor Vandal to renew the Ag Land leases with Hontvet, Johnson and Utwelling for three years at same rate as in past as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

Parking Lease for Apartments

Motion made by Councilor Vandal to table the parking lease agreement with M&D Apartments new owner until the property description can be clarified. Motion seconded by Councilor Thompson and carried unanimously.

PUBLIC SAFETY ISSUES:

AMB – Delinquent Accounts for Collection/Revenue Recapture

Motion made by Councilor Vandal to send delinquent ambulance accounts totaling \$3,446.71 to collection and revenue recapture. Motion seconded by Councilor Thompson and carried unanimously.

FD – Request to add Volunteers to Roster

Fire chief Damian McMillin asked council to authorize the addition of two volunteers, Blayke Nelson and Jase Lamberson, to the fire department roster to fill two positions vacated due to retirement. There would be a one year probation period.

Motion made by Councilor Thompson to add Blayke Nelson and Jase Lamberson to the Warroad fire department roster. The motion was seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT

Authorization to send delinquent utility accounts to collection

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

Authorization to write-off delinquent utility

Motion made by Councilor Vandal to write of one delinquent utility accounts because of bankruptcy. Motion seconded by Councilor Thompson and carried unanimously.

COVID-19 UPDATE:

Liquor License Fee Consideration

There was discussion about the Governor's closure of restaurants/bars and the hardship it causes. Councilors considered a reduction of the liquor license fees.

Motion made by Councilor Thompson to reduce regular liquor license fees by 50% for 2021. Motion seconded by Councilor Vandal and carried unanimously.

Loan payment consideration

No Action Taken.

Other discussion about compliance and enforcement were discussed with Police Chief Wade Steinbring.

OTHER BUSINESS:

Action resulting from Closed Meeting

Motion made by Councilor Vandal that:

- *The City Council deny in its entirety the purported grievance from Teamsters by correspondence of December 21, 2020.*
- *The City Administrator submit written correspondence to Teamsters on behalf of the City Council consistent with this motion containing reasons for the action.*

Motion seconded by Councilor Goldsmith and carried unanimously.

Property Purchase Request - DG

Dollar General is asking to buy 2.5 acres on the west side of town at a rate of \$25,000 per acre. This would be for the construction of a second store in Warroad. Council was presented a purchase agreement for review. A time frame for construction and the restrictions placed on the adjacent property by the buyer were discussed.

Motion made by Councilor Vandal to sell 2.5 acres of city property to Dollar General as discussed with a 2-year construction time frame. Motion seconded by Councilor Thompson and carried unanimously.

Property Sale Request – SK

City Attorney Steve Anderson informed council that he had received a signed vacant land purchase agreement from Saber Kirolos. He recommended action to purchase the land from him.

Motion made by Councilor Vandal to purchase discussed land from Saber Kirolos in the amount of \$20,000. Motion seconded by Councilor Goldsmith and carried unanimously.

Update on the MnDot TAS project

Council was given a summary of project activity to date.

No Action Taken

July 4th Fireworks

Motion made by Councilor Thompson to authorize the purchase of 2021 fireworks in the amount of \$15,000. Motion seconded by Councilor Vandal and carried unanimously.

First Draft of Tax Abatement Policy

A tax Abatement Policy was presented as a first draft. Further discussion will occur at a later date.

No Action Taken

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 11, 2021.* 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