

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

**January 25, 2021**

**CALL TO ORDER:**

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 4:30pm on January 25, 2021.

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

***Absent:*** None

***Also Present:*** City Administrator Kathy Lovelace, City Staff – Amy Friesner, Wade Steinbring – WPD, Damian McMillin – WFD, Dan Trosen – Warroad Utilities, John Horner – Roseau County, Patty Hodgson – Special Olympics, and Doug Thomasson.

**APPROVE AGENDA:**

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

**FISCAL/ADMINISTRATIVE ISSUES:**

**Appointment of candidate to fill Vacant Council Position**

***Motion made by Councilor Thompson to appoint Doug Thomasson to fill the vacant council position.*** Motion was seconded by Councilor Vandal and carried unanimously.

**DOUG THOMASSON WAS SWORN IN TO TAKE THE VACANT COUNCIL POSITION.**

**Approval of January 11, 2021 Council Minutes**

***Motion made by Councilor Vandal to approve the January 11, 2021 regular Council Minutes as written.*** The motion was seconded by Councilor Thomasson and carried unanimously.

**Approval of Checks/NMPA Payment**

***Motion made by Councilor Vandal to approve the January 2021 checks totaling \$418,381.89 (E2585-2592 and E2401-2402 (from 2020) = \$30,269.32, AP #48800-48855 = \$332,870.62, PR #8514-8536 = \$18,258.65, and PR E-#510959 = \$36,983.30).*** Motion seconded by Councilor Thompson and carried unanimously.

**2021 WSN Standard Agreement for Engineering Services**

City Administrator Lovelace asked council to approve the WSN Standard Agreement for Engineering Services for fees for 2021. This fee schedule is only for miscellaneous projects. Any large projects will have the engineering fee included.

***Motion made by Councilor Thompson to approve the 2021 Standard Agreement for Professional Services from Widseth, Smith, Nolting as presented.*** Motion seconded by Councilor Thomasson and carried unanimously.

**SPECIAL REQUESTS**

**Application for Exempt Permit – Raffle – Fire Relief Association/ June 12, 2021**

***Motion made by Councilor Vandal to approve the application for Exempt Permit for the Fire Relief Association to hold a raffle on June 12, 2021.*** Motion seconded by Councilor Thompson and carried unanimously.

**Special Event Request/ St Patrick's Day Splash & Dash/ March 13, 2021**

Patty Hodgson asked council to approve the special event application for a St Patrick's Day Splash & Dash on March 13, 2021. Council discussed Covid and insurance. They will know more as the time gets closer.

***It was Council consensus to give tentative approval for the event with final approval after more info is obtained.***

**PUBLIC SAFETY**

*None at this time.*

**PARK EXPANSION****Consideration/Approval of Plans and Specs/ Authorization to Advertise for Bids**

City Administrator Kathy Lovelace presented council with a proposal from Widseth Smith Nolting for park expansion plans. There was discussion on the future compliance of the front campground, the cost of the proposed project, and the ability for the campground fund to cover and recoup the costs.

*Motion made by Councilor Thomasson to approve the plans and specs for the campground expansion and authorize to advertise for bids.* Motion seconded by Councilor Vandal and carried unanimously.

**UTILITY DEPARTMENT**

*None at this time.*

**OTHER BUSINESS****Hwy 11 Project Discussion regarding bridge**

City Administrator Kathy Lovelace presented council a couple of options for the Hwy 11 bridge portion of the 2023 project. If the bridge is renovated it would have a life span of about 20 years. If it is rebuilt, the life span could be 75 years or more. Either choice will still leave one lane open for traffic. Council was asked to state what direction they would like to focus on. If the focus presents challenges that cannot be resolved, the focus can be reconsidered.

*Motion made by Councilor Goldsmith to focus on the rebuild with considerations listed by the stakeholders.* Motion seconded by Councilor Thomasson and carried unanimously.

**WCD Request**

Warroad Community Development is in the process of obtaining non-profit status. Until this happens, they have asked the city to be the Fiscal Agent so that they can receive a donation to pay for advertising and expenses to hire a President/CEO of the Warroad Community Development Corporation. This is a temporary commitment.

*Motion made by Councilor Vandal to accept the donation for Warroad Community Development and act as temporary Fiscal Agent.* Motion 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 January 25, 2021.* The motion was seconded by Councilor Thompson 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*