

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

March 8, 2021

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 4:30pm on March 8, 2021.

Those Present: Mayor Marvin; Councilors Doug Thomasson, Kevin Thompson, and Tom Goldsmith.

Absent: Councilor Michele Vandal

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Joy Bukowiec - WRU, Dan Trosen – City Superintendent, Wade Steinbring – WPD, Jeff Ploof - Park, and John Horner – Roseau County.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of February 22, 2021 Council Minutes

Motion made by Councilor Thomasson to approve the February 22, 2021 regular Council Minutes as written.

The motion was seconded by Councilor Thompson and carried unanimously.

Approval of Checks/NMPA Payment

Motion made by Councilor Goldsmith to approve the March 2021 checks totaling \$625,626.97 (E2612-2623 = \$38,549.03, AP #48961-49013 = \$159,215.72, Sales Tax #02282021 = \$30,405.00, NMPA #20210228 = \$351,769.48, PR #8556-8568 = \$7,274.68, and PR E-#511039 = \$38,413.06). Motion seconded by Councilor Thompson and carried unanimously.

Review of February 2021 Revenue/Expense Summary

No action taken.

2020 AUDIT PRESENTATION – BRADY MARTZ

Tracee Bruggeman from Brady Martz presented the Financial Statements as of December 31, 2020 by video conference. In summary, Tracee stated that the City of Warroad is in a strong financial position. Reserves are healthy and there is no debt.

No Action Taken.

PUBLIC SAFETY

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

Motion made by Councilor Thompson authorizing to send delinquent Ambulance accounts to collection/revenue recapture as presented. Motion seconded by Councilor Thomasson and carried unanimously.

AMB – Colton Olson – new paramedic

Motion made by Councilor Goldsmith to welcome Colton Olson as a new volunteer paramedic. Motion seconded by Councilor Thomasson and carried unanimously.

UTILITY DEPARTMENT**Utility Commission Minutes for March**

Information only. No Action Taken.

Approve Resolution 2021-03 - Appointments to NMPA Board

Council was asked to adopt a resolution naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA for the twelve-month period beginning May 1, 2021.

Motion made by Councilor Thompson to adopt Resolution 2021-03 naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA. Motion was seconded by Councilor Goldsmith and carried unanimously.

Approval of Resolution 2021-04 Electric Rates

Utility Superintendent Dan Trosen presented a new rate structure to follow NMPA electric billings. The result would be no increase for 2021.

Motion made by Councilor Goldsmith to adopt Resolution 2021-04 Adopting Retail Power Rates as presented. Motion seconded by Councilor Thompson and carried unanimously.

RBC Collections/Delinquent Utility Account

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

OTHER BUSINESS:**Mosquito Control**

Jeff Hellquist provided his proposal to the City for summer mosquito spraying. Under his current proposal, the cost of spraying would not change over last year.

Motion made by Councilor Thomasson to accept the 2021 Mosquito Spraying proposal as presented with Northern Minnesota Mosquito Control. Motion seconded by Councilor Goldsmith and carried unanimously.

Liquor License Application – WHD, LLC

Motion made by Councilor Thompson to approve the Liquor License application for WHD, LLC (the Hampton Inn). Motion seconded by Councilor Goldsmith and carried unanimously.

Lawful Gambling Applications

Motion made by Councilor Goldsmith to approve the Lawful Gambling Permit for both Women of Today (April 20 and 27, 2021) and Williams Youth Recreation Assoc. (April 9 and September 10, 2021) for Bingo at the LOW Brewery. Motion seconded by Councilor Thomasson and carried unanimously.

Review Bids for Campground Expansion Project

Council received a tabulation of bids received for the proposed campground expansion project. The bids were higher than anticipated. There was discussion about the low bid and possible ways to cut costs. The utility superintendent was asked for input regarding possible cost savings.

Legal council was asked for an opinion regarding the bids as the low bid had a calculation error and council questioned if the bid could be accepted or must be rejected. The answers should be known by the next council meeting. Council has thirty days to make a decision about the bids.

Motion made by Councilor Thompson to table any decisions on the campground expansion project until the next regular council meeting. Motion seconded by Councilor Thomasson and carried unanimously.

Housing Study

City Administrator Kathy Lovelace asked council to share cost for a new housing study with the DD Hub. The last study done was in 2012. This would help identify what the city needs in order to help attract new residents.

Motion made by Councilor Goldsmith to authorize funding 50% of a new housing study contingent upon the use of 2020 census data or equivalent. Motion seconded by Councilor Thompson and carried unanimously.

Short -term Lease for Government Island

City Administrator Kathy Lovelace asked council to enter a short-term lease with the DNR for government Island. The process of ownership is continuing, but to do any work on the island, the city needs to sign a lease. The purpose is to keep the brush and weeds down.

Motion made by Councilor Thompson to enter into a short-term lease with the DNR for Government Island. Motion seconded by Councilor Thomasson and carried unanimously.

ADJOURNMENT:

There, being no further business, ***Councilor Goldsmith moved to adjourn the Regular Meeting of the Warroad City Council of March 8, 2021.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:20 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff