

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

**September 13, 2021**

**CALL TO ORDER:**

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 4:30pm on September 13, 2021.

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

***Absent:*** Councilor Michele Vandal

***Also Present:*** City Administrator Kathy Lovelace, City Attorney – Steve Anderson, Dan Trosen – Warroad Utilities, John Horner – Roseau County, and Tim Bjerck and Shane Larson - Trashmasters.

**APPROVE AGENDA:**

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

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of August 23, 2021 Council Minutes**

***Motion made by Councilor Goldsmith to approve the August 23, 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 Thomasson to approve the September 2021 checks totaling \$778,903.61 (E2735-2748 = \$40,297.95, AP #49705-49791 = \$286,861.18, NMPA #20210831 = \$370,521.81, Sales Tax #08312021 = \$34,015.00, PR #8714-8724 = \$7,102.92, and PR E-#511442 = \$40,104.75).*** Motion seconded by Councilor Thompson and carried unanimously.

**Review of August 2021 Revenue/Expense Summary**

***No action taken.***

**TRASHMASTERS OWNERSHIP CHANGE/CONTRACT**

Tim Bjerck, the current owner of Trashmasters, the City's garbage collector, presented a letter to council stating that he will be selling the business to a long-time employee Shane Larson. He asked council to consider working with the new owner to continue services with Trashmasters. Shane informed the Council that he intends to continue to run the business in the same manner as the city has been accustomed to over the years, and that if agreeable to the council, he would continue with the same practice and price structure as is currently in place with the current owner. City Administrator Kathy Lovelace recommended that the City continue the service with Trashmasters under the new ownership and enter a new 4-year contract with the new owner.

***Motion made by Councilor Thomasson authorizing the City Administrator to work with the City Attorney to draft a new 4-year agreement with Trashmasters under the new ownership of Shane and Sarah Larson, and with same terms as the current contract.*** Motion seconded by Councilor Goldsmith and carried unanimously.

**PUBLIC SAFETY**

**PD -Request to Purchase Radios**

Police Chief Wade Steinbring asked council to approve the purchase of two Motorola APX 6000 portable radios to replace two older units that no longer work. The cost would be \$4,277.53 each. The funds to come out of reserves.

***Motion made by Councilor Thompson to purchase two Motorola APX 6000 portable radios at a cost of \$8,555.06.*** Motion seconded by Councilor Thomasson and carried unanimously.

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### **PD – Request to Purchase Equipment**

Now that the Police Department has an approved firearm instructor (Travis Olafson), and Olafson has completed the certification, the city will need to purchase equipment for shooting. Council was given a list of needs with an explanation for each. The cost would be \$2,215.10 to be paid out of this year's budget.

*Motion made by Councilor Goldsmith authorizing the purchase of range equipment for use in police department firearm qualifications.* Motion seconded by Councilor Thompson and carried unanimously.

### **AMB – Approve Resignation and authorize hiring process**

Mary Phillippe turned in her resignation from the Ambulance crew as of September 26, 2021. Council was asked to approve the resignation and authorize the hiring process to begin. The Council thanked Ms. Phillippe for her many years of volunteer service as an EMT in addition to the many years of service as a full-time paramedic with the ambulance and wish her the best of luck in her next endeavor.

*Motion made by Councilor Thomasson to accept the resignation of Mary Phillippe, thank her for her many years of service, and authorize to begin the hiring process for her replacement.* Motion seconded by Councilor Goldsmith and carried unanimously.

### **UTILITY DEPARTMENT**

#### **Utility Commission Minutes for September**

*Information only. No Action Taken.*

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

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

#### **Driving Electric in MN Meeting (info/invitation only)**

Council was given information regarding Driving Electric in Minnesota on Wednesday September 29, 2021 from 3-6pm at Roseau Electric Cooperative. This is an opportunity to learn more about electric vehicles.

*No Action Taken*

#### **2021 Street Project**

Council was given an update on the progress of the 2021 Street Project.

*No Action Taken.*

### **OTHER BUSINESS**

#### **2022 Preliminary Levy**

Council was presented the 2022 preliminary tax levy for review. City Administrator Kathy Lovelace recommended that council adopt a 10% increase over last year's budget due to unknowns such as health insurance rates and Wages. This leaves some room for variables that may arise before December. The amount could be decreased but not increased before December when the final levy is submitted.

*Councilor Thompson moved to approve the Preliminary Budget to the County with a total Levy increase of 10%.* Motion was seconded by Councilor Goldsmith and carried unanimously.

**Tax Forfeited Property**

Roseau County sent a list of tax forfeited properties. The recommendation would be to convey parcel no. 56.0107200 the City for future development.

*Councilor Thomasson moved to convey the discussed tax forfeited property to the City.* Motion was seconded by Councilor Thompson and carried unanimously.

**Lawful Gambling Permit Application – Knights of Columbus/Bingo 11/20/21**

*Councilor Thomasson moved to approve the Lawful Gambling Permit Application for the Knights of Columbus for Bingo on 11/20/21 as presented.* Motion was seconded by Councilor Goldsmith and carried unanimously.

**Approval of Liquor Licenses**

Liquor License renewal applications were sent out. So far, there have been four received with necessary paperwork. Council is asked to approve the liquor licenses for Breakers, Holiday Station, Izzy’s Lounge and Nomad Tavern.

*Motion made by Councilor Thompson to approve the listed liquor licenses.* Motion was seconded by Councilor Thomasson and carried unanimously.

**CC Study Update**

Council was given a list of comparable Cities to be used in the compensation study being done. There were no recommended changes or additions, therefore Lovelace will as the consultant to proceed using these comparables.

*No Action Taken*

**ADJOURNMENT:**

There, being no further business, *Councilor Thomasson moved to adjourn the Regular Meeting of the Warroad City Council of September 13, 2021.* The motion was seconded by Councilor Goldsmith and carried unanimously. The meeting adjourned at 5:45 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.*