

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

November 8, 2021

CALL TO ORDER:

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

Those Present: Mayor Marvin; Councilors Kevin Thompson, Doug Thomasson, and Michele Vandal

Absent: Councilor Tom Goldsmith

Also Present: City Administrator Kathy Lovelace, City Staff – Sarah Hardwick, City Attorney – Steve Anderson, Dan Trosen – Warroad Utilities, Wade Steinbring - WPD, Matt Rachuy – Warroad Airport, Kevin Bruce – resident, Matthew Sauser – Warroad Community Development

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:

Approval of October 25, 2021 Council Minutes

Motion made by Councilor Thompson to approve the October 25, 2021 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of Checks/NMPA Payment

Motion made by Councilor Vandal to approve the October 2021 checks totaling \$733,111.56 (E2774-2785 = \$38,566.11, AP #49952-50014 = \$272,428.31, PR #8765-8768 = \$32,903.44, and PR E-#511562 = \$37,597.50, NMPA #20211031 = \$350,717.66, Sales Tax #10312021 = \$28,412.00). Motion seconded by Councilor Thomasson and carried unanimously.

Review of October 2021 Revenue/Expense Summary

No action taken.

PUBLIC SAFETY

None at this time.

AIRPORT

Airport Commission Minutes for November

Informational only. No action taken.

Equipment Purchase

Airport Manager Rachuy would like to purchase the ASV and Brutus along with various attachments from the Utility Department. This expense of \$15,000 is not in his budget and would like to use reserve funds.

Motion made by Councilor Thompson to purchase the equipment for \$15,000 using reserve funds. The motion was seconded by Councilor Vandal and carried unanimously.

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M & O Grant

Rachuy stated this is the standard grant which entitles the airport to be reimbursed for 75% of qualifying expenses up to \$52,306 per fiscal year. This agreement is for fiscal year 2022 and 2023.

Motion made by Councilor Vandal to approve signatures and submit the MNDOT M & O Grant. The motion was seconded by Councilor Thomasson and carried unanimously.

ARPA Grant

Rachuy stated the FAA has identified a need to further support airports during the pandemic. This one-time grant of \$32,000 in further maintenance and operations expenses should serve to bridge the gap in the standard MNDOT M & O reimbursement.

Motion made by Councilor Thomasson to approve signatures and submit ARPA grant application. The motion was seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT

Utility Commission Minutes for November 2021

Informational only. No action taken.

OTHER BUSINESS

Approval of Resolution for Sale of Property

Motion made by Councilor Vandal to approve sale of Lot 6 and the north half of Lot 5 in Block 5 Highland Park Second Addition to Zeeshan and Fatima Hafiz for the sum of \$30,050.00. The motion was seconded by Councilor Thomasson and carried unanimously.

CGMC Information

Lovelace met with Marty Siefert and provided a chart of outcomes from the goals of the CGMC. Lovelace reported she stated her concerns regarding ambulance reimbursements and cost of infrastructure.

Informational only. No action taken.

Public Hearing for pending assessments

Motion made by Councilor Thompson to open the Public Hearing at 4:44 pm. The motion was seconded by Councilor Vandal and carried unanimously.

Lovelace stated all parties received a notice of the hearing along with a letter stating the process. One called and paid their bill. No contact from the other two. One is for unpaid mowing fees and the other for unpaid utility fees. No parties were in attendance to address this.

Motion made by Councilor Thompson to close the Public Hearing at 4:46 pm. The motion was seconded by Councilor Vandal and carried unanimously.

Motion made by Councilor Vandal to send this list to County for collection with taxes if not paid by 3:00 pm on Monday, November 22, 2021. The motion was seconded by Councilor Thomasson and carried unanimously.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of November 8, 2021.* The motion was seconded by Councilor Thomasson and carried unanimously. The meeting adjourned at 4:47 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by Sarah Hardwick, city staff.