

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

February 14, 2022

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on February 14, 2022.

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

Absent: None

Also Present: City Administrator – Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Jeff Ploof – Park, Joy Bukowiec – WRU, Wade Steinbring – WPD, and Steve Emery and Nate Dalager by video conference.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of January 24, 2022 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the January 24, 2022 Regular Meeting Minutes as written. The motion was seconded by Councilor Thomasson and carried unanimously.

Approval of Checks

Motion made by Councilor Vandal to approve the February 2022 checks totaling \$887,736.87 (E2847-2861 = \$41,629.70, AP #50311-50385 = \$376,437.35, PR #8900-8910 = \$7,035.76, and PR E#511756 = \$39,305.00, NMPA #20220131 = \$387,369.06, and Sales Tax #01312022 = \$35,960.00). Motion seconded by Councilor Thomasson and carried unanimously.

Revenue/Expense Summary – January 2022

FYI – No Action Taken.

Authorization to sign Corrective Warranty Deed based on the July 2009 Council Action

Motion made by Councilor Thompson to sign the Corrective Deed for the sale of real estate as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

Approval of Warroad Housing Authority Board Appointments for 2022

FYI – No changes, approved at previous council meeting.

PUBLIC SAFETY

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

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

AMB – Request to Purchase Radios

Motion made by Councilor Vandal authorizing the purchase of three ARMER portable radios at a cost of \$9,149.91 as budgeted. Motion seconded by Councilor Goldsmith and carried unanimously.

AMB – 2021 YE Stats (information only)

No Action Taken. Information only.

PD – Request to hire FT Officer

Police Chief Wade Steinbring asked council for authorization to hire a temporary fifth full-time officer in anticipation of losing one in May. Council discussed the financial impact and the possibility of not losing the current officer. Also discussed was the Union impact if the officer were hired and the position was not needed.

Motion made by Councilor Thompson to table any decision until Union legal council can be consulted. Motion seconded by Councilor Thomasson and carried unanimously.

SAFE HARBOR PROJECT UPDATE – NATE DALAGER

Nate Dalager of HDR Engineers updated council on the Safe Harbor Project. He stated that the next step would be to hire a company for an archeological survey and report in the proposed construction area. He presented a proposal from Commonwealth Heritage Group for the project. He also presented a proposed Memorandum of Agreement with the Red Lake Band of Chippewa Indians.

Council discussed both proposals and asked questions about the cost of the survey and the future implications of the memorandum of agreement.

Motion made by Councilor Thomasson to table any further discussion until more detail can be obtained about the rates and scope of the survey. Motion seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT**February Utility Commission Minutes**

FYI – No Action taken.

Authorization to send delinquent utility accounts to collection/ collection with taxes

Motion made by Councilor Vandal authorizing to send four delinquent utility accounts to collection and one to be attached to property taxes as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

Authorization to purchase streetlights

Utility Superintendent Dan Trosen asked for authorization to purchase LED streetlight heads to replace the existing ones in the south side of town. It is estimated that the payback would be four and a half years with a life of ten to fifteen years.

Motion made by Councilor Thompson to authorize the purchase of LED replacement streetlight heads for the south side of town. Motion seconded by Councilor Vandal and carried unanimously.

Update on Quiet Zone project

Steve Emery of Widseth updated council on the Quiet Zone project. They are waiting on the review/approval of permits.

No Action Taken

Authorization to approve the 2022 Widseth Agreement for Professional Services

Councilor Vandal moved to approve the 2022 Widseth Agreement for Professional Services with an increase of 4% for general services. Motion seconded by Councilor Thompson and carried unanimously

OTHER BUSINESS:

Authorization to proceed with alternative to Building Official

City Administrator Kathy Lovelace stated that the city's current building official is resigning his position. Locally, there are not many options for a replacement. Other small towns such as Warren and Roseau have used building official services through Widseth. She presented council a proposal for services. Some responsibilities such as local code enforcement would fall back on the city.

Council discussed options and thought that the services should be tried and reviewed.

Motion made by Councilor Thompson to accept the proposal for building official services through Widseth as presented. Motion seconded by Councilor Goldsmith and carried unanimously.

Special Event Request – Yeti Fest 2022/ March 19, 2022

Motion made by Councilor Thomasson to approve the Special Event Request for Yeti Fest on March 19, 2022 as presented. Motion seconded by Councilor Vandal and carried unanimously.

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of February 14, 2022.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:42 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff