

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

June 27, 2022

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on June 27, 2022.

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

Absent: None

Also Present: City Staff – Amy Friesner, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Joy Bukowiec – WRU, Wade Steinbring – WPD, and Skip Duchesneau – DW Jones by Zoom.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 4c- Lake Level and 6g – School Property. The motion was seconded by Councilor Thompson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of May 9, 2022 Special Meeting Minutes

Motion made by Councilor Thompson to approve the May 9, 2022 Special Meeting Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of May 23, 2022 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the May 23, 2022 Regular Meeting Minutes as written. The motion was seconded by Councilor Goldsmith and carried unanimously.

Approval of June 13, 2022 Regular Meeting Minutes

Meeting was cancelled due to lack of quorum.

Approval of Checks- 06/13/22

Motion made by Councilor Vandal to approve the June 2022 checks totaling \$1,026,702.51 (E2941-2961 = \$73,576.69, AP #50793-50891 = \$415,763.84, NMPA #20220531 = \$373,122.40, Sales Tax #05312022 = \$34,244.00, Health Insurance #202206 = \$27,833.46, PR #8984-9005 = \$15,247.40, and PR E#511988, 512026 = \$86,914.72). Motion seconded by Councilor Thompson and carried unanimously.

Approval of Checks- 06/27/22

Motion made by Councilor Vandal to approve the June 2022 checks totaling \$455,359.27 (E2962-2967 = \$31,528.97, AP #50892-50946 = \$371,225.42, PR #9006-9013 = \$8,766.62, and PR E#512060 = \$43,838.26). Motion seconded by Councilor Thompson and carried unanimously.

Revenue/Expense Summary – May 2022

FYI – No Action Taken.

MHFA GRANT – DW JONES ICON PROJECT

Motion to authorize the City Administrator to sign the Deferred Loan Agreement with MHFA

City Administrator Kathy Lovelace asked for authorization to sign the deferred loan agreement with Minnesota Housing Finance(MHFA) for the DW Jones and ICON project. This would be the agreement for a no-interest loan that will be forgiven when the terms of the agreement are met which would be the construction of the planned

apartment building by ICON and DW Jones. The amount of the loan is \$300,000. The city will enter into an agreement with ICON and DW Jones before the funds are distributed.

Motion made by Councilor Goldsmith to authorize the City Administrator to sign the Deferred Loan Agreement with MHFA. Motion seconded by Councilor Thomasson and carried unanimously.

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 Thompson and carried unanimously.

UTILITY DEPARTMENT

Collection/Write-Off Accounts

Motion made by Councilor Vandal authorizing to send delinquent utility account to collection and write off one as presented. Motion seconded by Councilor Thomasson and carried unanimously.

Authorization to Purchase Equipment

Utility Superintendent Dan Trosen asked council for authorization to purchase a new trencher to replace the one bought in 1985. The funds would come out of Electric reserves. The amount is \$76,400.

Motion made by Councilor Thompson to authorize the purchase of a new trencher in the amount of \$76,400 of reserve funds. Motion was seconded by Councilor Vandal and carried unanimously.

June Utility Commission Minutes

FYI – No Action taken.

OTHER BUSINESS:

Liquor Store – Authorization to Hire PT employee

Motion made by Councilor Vandal to hire Part-time employee Jake Burke at the liquor store. Motion seconded by Councilor Thomasson and carried unanimously.

Special Event Request/ July 4th /Chamber

Council reviewed the options for the 4th of July celebration understanding that the plans are evolving as weather changes. The plan at this point is to move the celebration to Allison Park and Main Ave near City Hall.

No Action Taken

Special Event Request/ July 16th /The Woods

Council reviewed options for the fishing derby scheduled for July 16th 2022. At this time, access at the point will not work. Other options were discussed but nothing finalized.

No Action Taken

Special Event Request/ July 16th /WC Partners/Woods on the Water

Duplicate agenda item.

Application for Bingo – Women of Today

Motion made by Councilor Vandal to approve the application for bingo put on by Women of Today at LOW Brewery as presented. Motion seconded by Councilor Thomasson and carried unanimously.

County Commissioner Update

Council was updated on the plans to fill the opening for county commissioner created by the untimely passing of John Horner. The position will be appointed until the end of the year then there will be an election in November to fill the remainder of the term. Council discussed the importance of finding someone that would be invested in the Warroad area.

No Action Taken.

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of June 27, 2022.*** The motion was seconded by Councilor Thomasson and carried unanimously. The meeting adjourned at 5:22 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff