

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

December 12, 2022

CALL TO ORDER:

Mayor Bob Marvin called the Regular Meeting of the Warroad City Council to order at 5:30pm on December 12, 2022.

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

Absent: Councilor Tom Goldsmith

Also Present: City Administrator Kathy Lovelace, City Attorney Steve Anderson, City Staff – Amy Friesner, Scott Johnson – Roseau County, Adam Deathe – Warroad Community Development and representatives of Boy Scout Troop 151.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 5a - ...and Resolution 2022-18. The motion was seconded by Councilor Thomasson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of November 28, 2022 Council Minutes

Motion made by Councilor Thomasson to approve the November 28, 2022 regular Council Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of Checks

Motion made by Councilor Vandal to approve the December 2022 checks totaling \$1,244,692.54 (E3082-3101 = \$51,406.07, AP #51611-51673 = \$648,432.17, PR #9151-9232 = \$44,265.19, and PR E-#512447 = \$44,501.19, NMPA #20221130 = \$396,115.88, Health Ins #202212 = \$26,437.04, and Sales Tax #11302022 = \$33,535.00). Motion seconded by Councilor Thomasson and carried unanimously.

Revenue/Expense Summary – November 2022

No action taken

Resolution 2022-21 – Canvassing Returns of 11/08 Election

Motion made by Councilor Vandal to adopt Resolution 2022-21 Canvassing Returns of Mayoral and City Council Election from the November 8, 2022 elections. Motion seconded by Councilor Thomasson and carried unanimously.

Resolution 2022-19 – Designating Annual Polling Place

Motion made by Councilor Thomasson to adopt Resolution 2022-19 Designating the official polling place for the City of Warroad as the community center located at 222 Virginia Ave NE. Motion seconded by Councilor Vandal 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.

WARROAD COMMUNITY DEVELOPMENT

Letter of Support for Active Transportation Grant and Adoption of Resolution 2022-18

Council was asked to show support for a Warroad Community Development Active Transportation Grant through MnDot that would help with the installation of sidewalks in the southeast side of town to offer a walking path to connect the area with Highway 11. The city would be asked to pay the engineering fees for the project.

Motion made by Councilor Vandal to adopt Resolution #2022-18 City of Warroad Support for Warroad Community Development Application for MnDot Active Transportation Infrastructure Fund for Berg Addition Sidewalk and send a letter of support for the project. Motion seconded by Councilor Thomasson and carried unanimously.

WCD Guidelines and Agreement

Council was asked to approve and authorize to sign the WCD Guidelines and Agreement. Council had reviewed and discussed the guidelines previous, and the agreement includes a 3-year commitment and an annual financial commitment of up to \$83,000. Council will be given an annual update of expenses each January.

Motion made by Councilor Thomasson authorizing to approve and sign the WCD Guidelines and Agreement as presented. Motion seconded by Councilor Thompson and carried unanimously.

UTILITY DEPARTMENT

Authorization to send delinquent Accounts to Collection

Motion made by Councilor Vandal authorizing to send delinquent utility accounts to collection and attachment to property tax as presented. Motion seconded by Councilor Thompson and carried unanimously.

2023 Fuel Bids

Utility Superintendent Dan Trosen presented council a fuel bid summary. There were two bids received. Both Cenex and Holiday Station Stores bid at a proposed 10 cent per gallon discount. It is the recommendation that the fuel bid for 2023 be awarded to Cenex because of convenience of access.

Motion made by Councilor Thomasson to accept the bid for both gas and diesel from Cenex for the 2023 fuel needs. Motion seconded by Councilor Vandal and carried unanimously.

Resolution 2022- 20 Water/Sewer Rates for 2023

Councilor Thompson moved to adopt Resolution 2022-20 / 2023 Water & Sewer Rates as presented reflecting an increase in the Customer Fixed Charge only. Motion seconded by Councilor Vandal and carried unanimously

2023 Fee Change Recommendations

Council was asked to authorize two 2023 fee schedule changes. Residential Utility Customer Deposits would increase from \$100 to \$200. Mowing would increase to \$200 per time after the first time at \$100.

Motion made by Councilor Thompson to authorize the fee change recommendations for 2023. Motion seconded by councilor Vandal and carried unanimously.

Utility Commission Minutes for December

Information only. No Action Taken.

OPEN PUBLIC TRUTH-IN-TAXATION HEARING TO DISCUSS 2023 PROPOSED BUDGET

Motion made by Councilor Vandal to open the Public Hearing for Truth-in-Taxation. The motion was seconded by Councilor Thompson and carried unanimously.

The 2023 Budget Discussion was opened at 6:00pm. No City residents were on hand concerning truth-in-taxation. The proposed 2023 budget was reviewed. The overall increase proposed was 9.55%.

Motion made by Councilor Vandal to close the Public Hearing and Resume the Regular council Meeting. The motion was seconded by Councilor Thompson and carried unanimously. The regular meeting resumed at 6:05pm.

REVIEW/CONSIDER/ APPROVAL OF 2023 PROPOSED BUDGET & TAX LEVY

Motion made by Councilor Vandal to approve the 2023 Budget/ Tax Levy as presented which would result in a 9.55% increase. The motion was seconded by Councilor Thomasson and carried unanimously

OTHER BUSINESS

Approval of Cigarette & E-Cig Licenses

Motion made by Councilor Vandal to approve the 2023 Cigarette and E-Cig Licenses as presented. 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 December 12, 2022.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:08 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by Amy Friesner, city staff.