

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

July 10, 2023

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on July 10, 2023.

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

Absent: Councilor Joe Olafson.

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney Steve Anderson, Jeff Ploof – Park, Wade Steinbring - WPD, Dan Trosen – Utilities, Glenda Phillipe – County, and Adam Deathe – WCD.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of June 26, 2023 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the June 26, 2023 Regular Meeting Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Approval of Checks

Motion made by Councilor Vandal to approve the July 2023 checks totaling \$973,716.83(E3255-3266 = \$47,902.53, AP #52466-52532 = \$377,398.53, NMPA #20230630 = \$414,472.31, Sales Tax #06302023 = \$48,635.00, Health Insurance #202307 = \$27,259.70, PR #9421-9432 = \$8,654.29, and PR E#512927 = \$49,394.47). Motion seconded by Councilor Thomasson and carried unanimously.

Review June Rev/Exp Summary

No Action Taken

PUBLIC SAFETY

PD - RMS

Police Chief Steinbring asked council to authorize a new record management system. The current system, LETG, will no longer be supported. Both Roseau County and the city of Roseau are changing over to a system by Motorola. Chief Steinbring would like to stay consistent with neighboring law enforcement so that information can be shared for better efficiency. The cost presented is high due to the number of officers the quote was based on. A new contract with the appropriate change order would be signed. The estimated total cost would be \$54,836. Annual maintenance costs would be comparable to the existing system.

Motion made by Councilor Thomasson to authorize purchase of a new Record Management System through Motorola for the police department pending the receipt of the discussed change order.. Motion seconded by Councilor Vandal and carried unanimously.

FD – Fire Relief Association Information

FYI – No Action Taken.

AIRPORT

None at this time.

UTILITY DEPARTMENT

Authorization to send delinquent utility accounts to collection

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

Sanitary Sewer Study

Utility Superintendent Dan Trosen asked council to authorize a new sanitary sewer study. With all of the new housing, apartment buildings, hotel and future plans for an events center and additional apartments, the pond capacities need to be addressed. The proposed cost would be \$5,000.

Motion made by Councilor Thomasson to authorize a sanitary sewer study through Widseth as presented.
Motion was seconded by Councilor Vandal and carried unanimously.

July Utility Commission Minutes

FYI – No Action taken.

HWY 11 PROJECT

Council was updated and discussed the Hwy 11 project including traffic counts and changes in the extent of the 2024 plans. MNDot will be here on July 24th to discuss any changes and future project dates. A workshop will be scheduled before the next council meeting.

No Action Taken.

OTHER BUSINESS:

None at this time.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of July 10, 2023.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:07 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff