

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

August 28, 2023

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on August 28, 2023.

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

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Sarah Hardwick, City Attorney Steve Anderson, Jeff Ploof – Park, Wade Steinbring - WPD, Dan Trosen – Utilities, Glenda Phillippe – County, and Adam Deathe – WCD, Damian McMillin – WFD, Tom Goldsmith – Marvin.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of August 14, 2023 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the August 14, 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 August 2023 checks totaling \$235,565.62(E3291-3297 = \$32,978.89, AP #52685-52733 = \$151,370.03, PR #9471-9477 = \$7,701.66, and PR E#513041 = \$43,515.04). Motion seconded by Councilor Thomasson and carried unanimously.

**PUBLIC HEARING FOR VACATION OF ALLEY
BETWEEN MCKINLEY ST SE & GRANT ST SE**

Motion made by Councilor Vandal to Open the public hearing at 4:31pm. The motion was seconded by councilor Thompson and carried unanimously.

ICON 2 Apartment Building will be located on this property. The property has been purchased and paid for. No residents in attendance to address this.

Motion made by Councilor Vandal to close the public hearing. The motion was seconded by Councilor Olafson and carried unanimously.

Motion made by Councilor Vandal to approve Resolution 2023-07. The motion was seconded by Councilor Thomasson and carried unanimously.

PUBLIC SAFETY

AMB – Delinquent Accounts to Collection/ Revenue Recapture

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

FD – PSC Recommendation/ Lock Box Program

Chief McMillin stated the need for Emergency Services to gain access to commercial and locked entrance doors on apartment buildings. This program will allow Emergency Services access with minimal amounts of damage during calls for service.

Motion made by Councilor Vandal to approve the purchase of one case (48 boxes) for \$3667.50 using reserve funds. Motion seconded by Councilor Olafson and carried unanimously

PD – City Deer Hunt

Chief Steinbring presented the description and regulations for the city Archery Deer Hunt. This will be the same as years passed. Season opens September 16 and follows bow season.

Motion made by Councilor Vandal to authorize the police department to conduct the Archery Deer Hunt. The motion was seconded by Councilor Thomasson and carried unanimously.

UTILITY DEPARTMENT

T-Mobile Wireless Contract

T-Mobile would like to place an antenna on the water tower. AT&T and Verizon have antennas on the water tower currently. Lovelace had the city engineers review the equipment that would be placed. This would be a 5-year lease with a 3% increase per year, credited to the water fund.

Motion made by Councilor Thomasson to approve the T-Mobile Lease Agreement. The motion was seconded by Councilor Olafson and carried unanimously.

HWY 11 PROJECT

Update from County Board Discussion

Lovelace and Superintendent Dan Trosen attended the County Board meeting last week and reported the County Board will support whatever decision the city makes.

Information Only.

PERSONNEL ISSUES

Liquor Store

Recommendation from Lovelace to hire Nathan Hoy as the Liquor Store Manager at Grade 9, Step 5.

Motion made by Councilor Thomasson to hire Nathan Hoy as the new Liquor Store Manager at Grade 9, Step 5. The motion was seconded by Councilor Thompson and carried unanimously.

Park

Recommendation from Lovelace to hire Adam Solberg as the Park Manager at Grade 9, Step 5.

Motion made by Councilor Vandal to hire Adam Solberg as the new Park Manger at Grade 9, Step 5.
The motion was seconded by Councilor Olafson and carried unanimously.

OTHER BUSINESS:

Application to Conduct Bingo @ LOW Brewery 09-23-23 / Warroad Community Partners

Motion made by Councilor Vandal to approve the application to Conduct Bingo at LOW Brewery on September 23, 2023 as presented. Motion seconded by Councilor Thompson and carried unanimously.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of August 28, 2023.* The motion was seconded by Councilor Thomasson and carried unanimously. The meeting adjourned at 5:01 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Sarah Hardwick, city staff