

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

**October 10, 2023**

**CALL TO ORDER:**

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on October 10, 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 – Amy Friesner, City Attorney Steve Anderson, Dan Trosen – Utilities, Valerie Landin and others – Residents, Glenda Phillipe – County, and Adam Deathe – WCD.

**APPROVE AGENDA:**

**Councilor Vandal moved to approve the meeting agenda with the addition of 9c – New Bridge Lighting.** The motion was seconded by Councilor Thompson and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of September 25, 2023 Regular Meeting Minutes**

**Motion made by Councilor Vandal to approve the September 25, 2023 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 October 2023 checks totaling \$1,432,404.64(E3320-3334 = \$51,971.20, AP #52874-52939 = \$855,646.96, PR #9496-9500 = \$5,570.28, and PRE#513149 = \$51,007.07, NMPA #20230930 = \$397,376.48, Sales Tax #09302023 = \$43,914.00, and Health Insurance #202310 = \$26,918.65).** Motion seconded by Councilor Olafson and carried unanimously.

**Review September Rev/Exp Summary**

**No Action Taken**

**CITIZEN CONCERN/REQUEST**

**Regarding Prairieview and Landview Apartments**

Resident Valerie Landin discussed health and safety concerns at area apartments including Prairieview and Landview. She stated that renters, specifically the elderly and vulnerable, are worried about retaliation or possible eviction if they speak up. Concerns included cleanliness, maintenance including mold removal, and sanitary environmental issues. City building official Kade Paulson gave council a summary of his visit, by invitation, to the buildings stating that he can only report on what he saw personally and what affects the building safety.

**No Action Taken**

**PUBLIC SAFETY**

**FD – Delinquent Fire Call/ MVA**

**Motion made by Councilor Vandal authorizing to send delinquent fire call to collection as presented.** Motion seconded by Councilor Thomasson and carried unanimously

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

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

**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 account to collection as presented.* Motion seconded by Councilor Olafson and carried unanimously.

**Request to Purchase VFDs**

Utility Superintendent Dan Trosen asked council to authorize the purchase of two new VFDs to be retrofit to the Airport Lift. The lead time on the old pumps is too long and the city is in need of two pumps to replace the failed ones in both the airport lift and the Moody lift. The one good pump would be taken out of the airport lift and installed in the Moody lift.

*Motion made by Councilor Thompson to authorize the purchase of two VFDs for the Airport lift as discussed.* Motion was seconded by Councilor Vandal and carried unanimously.

**Request to Purchase Fencing**

Utility Superintendent Dan Trosen asked council to authorize the purchase and installation of fencing near the Haslrud substation to store and secure the transformers and switches that are now alongside the city shop. This would be an expense in 2024.

*Motion made by Councilor Thompson to authorize the installation of fencing in an area near the Haslrud substation as discussed.* Motion was seconded by Councilor Vandal and carried unanimously.

**October Utility Commission Minutes**

*FYI – No Action taken.*

**HOCKEY DAY MN – LEASE****Review and Authorize signatures**

Plans for Hockey Day Mn include having alcoholic beverages available in three areas. Because the activities will take place on school-owned property where alcoholic beverages are not allowed, the city is being asked to lease the school property for the intended use. City Attorney Steve Anderson drew up an agreement and council is being asked to authorize the city administrator to sign the lease.

*Motion made by Councilor Vandal to authorize the city administrator to sign the lease for the school property that will be used during Hockey Day Mn 2024.* Motion was seconded by Councilor Thomasson and carried unanimously.

**OTHER BUSINESS:**

**Campground Collection Issue**

Council was informed of a campground renter that had not paid their seasonal charges. They had two sites and so far has only paid for one. The next step would be to involve the city attorney.

*No Action Taken*

**Application for Exempt Permit / WCP Bingo at Legion 11/16/23**

*Motion made by Councilor Vandal to approve the application for Exempt Permit for Warroad Community Partners Bingo on November 16, 2023 as presented.* Motion seconded by Councilor Olafson and carried unanimously

**New Bridge Lighting**

Council was asked for a consensus on the proposed lighting for the new bridge. MNDot is in the final planning stages.

*It was Council consensus to remove backlighting on the WARROAD sign on the sides of the bridge but leave the decorative lighting along the bridge.*

**ADJOURNMENT:**

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of October 10, 2023.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:25 p.m.

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Mayor Bob Marvin

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Amy Friesner, city staff*