

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

**February 26, 2024**

**CALL TO ORDER:**

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on February 26, 2024.

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

***Absent:*** None

***Also Present:*** City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney Steve Anderson, Nathan Hoy and Brenda Osborne-Donarski – Liquor Store, Dan Trosen – Utilities, Jeff Hellquist – NM Mosquito Control, Tom Goldsmith – Resident, and Adam Deathe - WCD.

**APPROVE AGENDA:**

***Councilor Vandal moved to approve the meeting agenda with the addition of 7a - Bids.*** The motion was seconded by Councilor Thompson and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of February 12, 2024 Regular Meeting Minutes**

***Motion made by Councilor Vandal to approve the February 12, 2024 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 February 2024 checks totaling \$264,651.36 (E3437-3443 = \$35,744.49, AP #53433-53495 = \$178,903.14, PR #9663-9672 = \$7,778.84, and PR E#513481 = \$42,224.89).*** Motion seconded by Councilor Thompson and carried unanimously.

**PUBLIC SAFETY**

**FD – Delinquent Fire Calls to Collection**

***Motion made by Councilor Vandal to authorize to send delinquent fire call to collection as presented.***

Motion seconded by Councilor Thomasson and carried unanimously.

**AMB – 2023 Yearend Call Numbers**

***FYI – No action taken.***

**RIVER PLACE UPDATE – EXECUTIVE DIRECTOR JOHN DAVIS**

***John Davis was not available.***

**NM MOSQUITO CONTROL – JEFF HELLQUIST**

Jeff Hellquist provided his proposal to the city for summer mosquito spraying. Under his current proposal, the cost of spraying would increase 5% over last year.

***Motion made by Councilor Vandal to accept the 2024 Mosquito Spraying proposal as presented with Northern Minnesota Mosquito Control.*** Motion seconded by Councilor Thompson and carried unanimously.

**HWY 11 PROJECT – BRIDGE**

The Hwy 11 project has been in process for an extended period. Council was asked to make some design choices.

*Motion made by Councilor Vandal to approve engraving on the posts along the bridge as presented. Motion seconded by Councilor Thomasson and carried unanimously.*

**Bids**

Bids were received for the planned 2024 Hwy 11 project. MNDot reported that they were 36% higher than estimated. That means the city portion has gone up significantly. Council discussed some options to possibly reduce costs. City Administrator Kathy Lovelace will consult MNDot with concerns.

*It was council consensus to try to set a special meeting to further discuss the project with MnDot.*

**LIQUOR STORE****Authorization to set up new ATM transaction processing**

There is a need for an ATM machine at the liquor store. Manager Nathan Hoy would like to purchase a new machine which will enable them to keep the transaction fees. It would entail setting up a new bank account to be used only for the ATM. The cost would come out of lottery funds. It is estimated that the pay back would be about one year.

Motion made by Councilor Vandal to authorizing the purchase and set up of an ATM for the liquor store. *Motion seconded by Councilor Thomasson and carried unanimously*

**Logo Consideration**

Council was asked to consider two options for a logo for the liquor store. Council asked for more examples of the discussed options.

*Any decision was tabled until next meeting.*

**UTILITY DEPARTMENT****Sanitary Sewer Extension request**

Council was asked to further consider the sanitary sewer extension request from Springsteel. An orderly annexation agreement is not necessary unless there is a definite interest in annexation in the future. Another option is to create a service agreement. This could be changed in the future and would not set any kind of precedence. Council was asked for direction.

*It was council consensus to proceed with the development of a service agreement with Springsteel for consideration.*

**OTHER BUSINESS:****City Website**

Council was asked to consider authorizing the development of a new updated website for the city. City Administrator Kathy Lovelace listed some of the uses of a new website. She will continue to research costs and options.

*No action taken.*

**ADJOURNMENT:**

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of February 26, 2024.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:16 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*