

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

March 12, 2024

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on March 12, 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, Matt Rachuy - Airport, Joy Bukowiec, and Glenda Phillipe - County.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda with the addition of 9a – Warroad Housing and Redevelopment Authority. The motion was seconded by Councilor Thomasson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of February 26, 2024 Regular Meeting Minutes

Motion made by Councilor Thompson to approve the February 26, 2024 Regular Meeting Minutes as written.

The motion was seconded by Councilor Vandal and carried unanimously.

Approval of Checks

Motion made by Councilor Vandal to approve the March 2024 checks totaling \$911,426.36 (E3444-3457 = \$43,309.93, AP #53496-53568 = \$358,396.83, Health Insurance #202403 = \$27,635.40, Sales Tax #02292024 = \$37,171.00, NMPA #20240229 = \$389,606.37, PR #9673-9676 = \$7,306.11, and PR E#513514 = \$48,000.72).

Motion seconded by Councilor Thomasson and carried unanimously.

Review of Mileage Reimbursement Rate

Motion made by Councilor Thomasson to change the current mileage reimbursement rate to match the current IRS rate and adjust annually to continue to match the IRS rate. The motion was seconded by Councilor Vandal and carried unanimously.

PUBLIC SAFETY

AMB – Accounts to Collection / Revenue Recapture

Motion made by Councilor Vandal to authorize to send delinquent ambulance calls to collection/revenue recapture as presented. Motion seconded by Councilor Thomasson and carried unanimously.

LIQUOR STORE – LOGO DISCUSSION

Council continued discussion on the new liquor store logo proposals.

A consensus on design and placement was reached. Quotes will be requested for further consideration.

HWY 11 PROJECT

Discussion continued about the bids that 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 and the pro's and con's of each and also of accepting the bids. Darren Laesch of MNDot was available for questions.

Council recognized the need for improvements to Hwy11 structure including storm. They questioned the need for additional city specific improvements at this time. They considered the postponement of the entire project if the city chose to change any options. Discussion about lessening the scope of the city portion of the project after bids were accepted was heard. It was also stated that lessening the scope of the project and rebidding it does not mean that the City would realize any significant cost savings as rebidding commonly results in higher bids. Councilor Olafson stressed concerns about the entire scope and cost of the project. After much discussion.....

Motion made by Councilor Thomasson to accept the low bid for the Hwy 11 project with further discussion of reducing the scope of the city portion. Motion seconded by Councilor Thompson and carried with Councilor Olafson opposed.

The bridge design was also discussed and council reviewed a summary of their choices: 'WARROAD' on the lake side of the bridge and lighted, planters at each end, and alternating 4" engraved 'Warroad' and 'Kaabekanong' on each pillar across the bridge (four on each side).

AIRPORT**Approve A/C Recommendation to sign KLJ Task Order**

Council was asked to authorize the signing of KLJ task order 2305-00956.3 for the engineering fees for the ILS Phase 3 project. It would be reimbursed at a 75% state rate.

Motion made by Councilor Vandal authorizing the signing of KLJ task Order 2305-00956.3. Motion seconded by Councilor Olafson and carried unanimously.

Adopt and sign DBE Policy for 2024-2026

Council was asked to adopt a Disadvantaged Business Enterprise policy. This is a requirement for any entity accepting Federal dollars for projects. This is needed every three years.

Motion made by Councilor Vandal to adopt and sign the DBE Policy for 2024-2026 as presented. Motion seconded by Councilor Thomasson and carried unanimously

UTILITY DEPARTMENT**Widseth Quote – Wastewater Ponds**

Council was asked to approve the proposal in the amount of \$51,500 from Widseth for the designing, engineering and bid process for a wastewater pond expansion. This plan would put the city on a priority list for funding.

Motion made by Councilor Olafson to approve the wastewater expansion proposal from Widseth as presented. Motion seconded by Councilor Vandal and carried unanimously

Roseau Electric Cooperative - Service Agreement for Annexed Area

Utility Superintendent Dan Trosen presented an agreement with Roseau Electric Cooperative to increase the City of Warroad service territory to include the newly annexed land on the west side of town. The proposal would be a total of \$30,000 for existing equipment and the service territory. Superintendent Trosen and the city attorney will create the legal document.

Motion made by Councilor Thompson to approve and agreement with Roseau Electric Cooperative about incorporating the annexed property on the west side of town into the City of Warroad service territory. Motion seconded by Councilor Vandal and carried unanimously

Approve Resolution 2024-02 - Appointments to NMPA Board

Council was asked to adopt a resolution naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA for the twelve-month period beginning May 1, 2024.

Motion made by Councilor Vandal to adopt Resolution 2024-02 naming Utility Superintendent Dan Trosen as director and Kevin Hanson as the advisor to NMPA. Motion was seconded by Councilor Thompson and carried unanimously.

RCB Collections

Motion made by Councilor Vandal to authorizing to send delinquent utility accounts to collection as presented.

Motion seconded by Councilor Thomasson and carried unanimously

March Commission Minutes

No Action Taken.

OTHER BUSINESS:

Warroad Housing and Redevelopment Authority

Motion made by Councilor Vandal to approve the board for the Warroad Housing and Redevelopment Authority as presented with a search to fill the one open position. ***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 March 12, 2024.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:27 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff