

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

**March 25, 2024**

**CALL TO ORDER:**

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on March 25, 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, Dan Trosen – Utilities, Adam Solberg - Park, Joy Bukowiec - WRU, Tom Goldsmith – Resident, Glenda Phillipe – County and by Zoom, Tracee Bruggeman – Brady Martz.

**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 March 12, 2024 Regular Meeting Minutes**

***Motion made by Councilor Vandal to approve the March 12, 2024 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 March 2024 checks totaling \$210,993.66 (E3458-3465 = \$38,213.11, AP #53569-53616 = \$120,558.17, PR #9677-9685 = \$9,126.55, and PR E#513547 = \$43,095.83).*** Motion seconded by Councilor Thomasson and carried unanimously.

**2023 AUDIT PRESENTATION – BRADY MARTZ**

Tracee Bruggeman from Brady Martz presented the Financial Statements as of December 31, 2023. In summary, Tracee stated that the City of Warroad is in a strong financial position. Reserves are healthy and there is no debt.

***No Action Taken.***

**PUBLIC SAFETY**

**AMB – Accounts to Collection / Revenue Recapture**

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

**Authorization to hire part-time Paramedic**

***Motion made by Councilor Vandal to hire Jarek Ludwick as a part-time paramedic.*** Motion seconded by Councilor Thompson and carried unanimously.

**PARK DEPARTMENT****Picnic Shelter Maintenance**

Park manager Adam Solberg presented council a quote for improvements to the three picnic shelters at the point. This project would enclose the ceilings in the shelters with steel to keep birds out and paint and make repairs as needed. The total cost would be \$19,700.

***Motion made by Councilor Vandal to authorize the improvements to the picnic shelters as presented.***

Motion seconded by Councilor Thompson and carried unanimously.

**UTILITY DEPARTMENT**

*None at this time.*

**OTHER BUSINESS:****Request for Support – Warroad Childcare Center**

Council was asked to consider some form of support for the new childcare facility. Council discussed options and the positive impact a facility such as this would be for the community. They were asked for a three-year commitment.

Motion made by Councilor Thomasson to make a support payment of \$10,000 for 2024 and revisit the option for future support . ***Motion seconded by Councilor Vandal and carried unanimously.***

**Liability Coverage Waiver Form - LMCIT**

***Motion made by Councilor Vandal to approve the Liability Coverage without waiving the monetary limits on municipal tort liability established by state statute.*** The motion was seconded by Councilor Thompson and carried unanimously.

**Application for Exempt Permit /Raffle- Fire Relief Association – 06/08/24**

***Motion made by Councilor Vandal to approve the application for Exempt Permit for the Fire Relief Association for a Raffle on June 8, 2024 as presented.*** Motion seconded by Councilor Thomasson and carried unanimously.

**Ordinance Violations – Letters to be sent**

*FYI – no action taken.*

**ADJOURNMENT:**

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of March 25, 2024.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:10 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*