

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

April 8, 2024

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on April 8, 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, Joy Bukowiec, Tom Goldsmith – Resident, and Glenda Phillipe - County.

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 25, 2024 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the March 25, 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 April 2024 checks totaling \$2,227,377.21 (E3466-3479 = \$39,271.99, AP #53617-53682 = \$1,676,837.83, Health Insurance #202404 = \$27,635.40, Sales Tax #03312024 = \$37,630.00, NMPA #20240331 = \$393,049.01, PR #9686-9694 = \$9,780.51, and PR E#513577 = \$43,172.47). Motion seconded by Councilor Thomasson and carried unanimously.

Approval of MNDOT Invoice for Hwy 11 Project

Council was reminded that the payment for the Hwy 11 Project was to be paid upfront. It was included in the checks that were just approved. The amount paid was reduced by an amount that the city will be negotiating to possibly reduce total costs of the project.

No Additional Action Taken

Revenue/Expense Summary

For March 2024.

No action taken.

HWY 11 PROJECT

Project Easements

Council was asked to approve the MnDot purchase of land and temporary easements for the Hwy 11 project. The land that would sold is a small parcel near the Veteran’s Memorial (the state already had an easement for the property). The temporary easement is for the land on the south side of town near the customs and border patrol office.

Motion made by Councilor Thomasson to approve the sale of land and the temporary easement for the Hwy 11 project as presented. The motion was seconded by Councilor Vandal and carried unanimously.

Project Start Date

The projected start date for the project is in June, but the contractor would like to start on the south side of the highway May 14, 2024 as long as weather conditions permit.

No Action taken.

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 Thompson and carried unanimously.

Authorization to hire part-time Paramedic

Motion made by Councilor Vandal to hire Colton Olson as a part-time paramedic. Motion seconded by Councilor Thomasson and carried unanimously.

UTILITY DEPARTMENT**Approval of Resolution 2024-03 Electric Rates**

Utility Superintendent Dan Trosen presented a proposed 2024 rate increase of 2% in the kwh charge to help cover the increasing cost of maintenance materials.

Motion made by Councilor Thompson to adopt Resolution 2024-03 Adopting Retail Power Rates as presented. Motion seconded by Councilor Thomasson and carried unanimously.

Equipment Bids for 2024

2024 Equipment bid requests were sent out. Two were received. It was recommended by the utility commission to award the bid to Andrew J Stoskopf Trucking.

Motion made by Councilor Thompson to award the 2024 equipment Bids to Andrew J Stoskopf Trucking. Motion was seconded by Councilor Vandal 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.

April Commission Minutes

No Action Taken.

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

At the last meeting, 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 took action to make a one-year \$10,000 support payment.

Council was asked to reconsider the monetary donation and, instead, look at paying the utilities for one year to be re-evaluated after that.

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

Motion made by Councilor Thomasson to pay utilities at the Warroad Childcare Center for one year and revisit the option for future support. ***Motion seconded by Councilor Vandal and carried unanimously.***

Retail Fireworks Sales Permit

Council was asked to consider creating a fireworks permit. This would ensure safety procedures and proper insurance are utilized. A sample application was presented for consideration.

Motion made by Councilor Vandal to create a retail firework permit application with a fee of \$100 per year and this year's expiring July 8, 2024. ***Motion seconded by Councilor Thomasson and carried unanimously.***

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of April 8, 2024.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:05 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff