

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

May 13, 2024

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on May 13, 2024.

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

Absent: Councilor Kevin Thompson

Also Present: City Administrator Kathy Lovelace, City Staff – Sarah Hardwick, Dan Trosen – Utilities, Adam Solberg – Park, Wade Steinbring – WPD, Damina McMillin – WFD, Joy Bukowiec and Glenda Phillipe – County

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda as presented. The motion was seconded by Councilor Olafson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of April 22, 2024 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the April 22, 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 May 2024 checks totaling \$993,174.23 (E3489-3501 = \$70,350.10, AP #53733-53811 = \$368,067.07, Health Insurance #202405 = \$27,635.40, Sales Tax #04302024 = \$37,810.00, NMPA #20240430 = \$378,456.30, PR #9624-9741 = \$18,632.12, and PR E#513643, E#513674 = \$84,398.55, Imprest Reimbursement E#3509 = \$2,064.72, EOM E#3502-3508 = \$5,759.97). Motion seconded by Councilor Thomasson 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 Thompson and carried unanimously.

FD – Accounts to Collection

Motion made by Councilor Thompson to authorize to send delinquent fire call to collection as presented. Motion seconded by Councilor Vandal and carried unanimously.

FD-Authorization to Purchase Radios

Chief McMillin would like to purchase eight radios from Stone's mobile for \$35805.12. Currently the department is using a mix of radios, some are no longer being supported by Motorola.

Motion made by Councilor Vandal to purchase eight radios from Stone's Mobile Radio at a cost of \$35,805.12 using reserve funds. Motion seconded by Councilor Olafson and carried unanimously.

Misc – Bulk Water Invoice - Unpaid

Motion made by Councilor Vandal authorizing to send delinquent bulk water invoice to collection as presented.

Motion seconded by Councilor Olafson and carried unanimously.

UTILITY DEPARTMENT**RCB Collections**

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

Motion seconded by Councilor Thomasson and carried unanimously.

UC Street Project Recommendations for 2024

Superintendent Dan Trosen presented a quote from Agassiz Asphalt to mill and overlay twelve spots he would like to do the project in two phases beginning this fall with projects #1-7 and #10 cost of this portion of the project is \$356,110.00.

Motion made by Councilor Vandal to approve the first half of the project at a cost of \$356,110.00. Motion seconded by Councilor Thompson and carried unanimously.

ROW Easement for NorthStream Fiber

Superintendent Trosen reported Stacy from NorthStream Fiber would like an easement to run fiber to the birchwood campground, it would run on the east side of the property.

Motion made by Councilor Thomasson to grant the easement to NorthStream Fiber. Motion seconded by Councilor Olafson and carried unanimously.

May Utility Commission Minutes

No Action Taken

OTHER BUSINESS:**National Poppy Day Proclamation Request/Warroad American Legion Auxiliary**

Motion made by Councilor Vandal to proclaim May 24, 2023 National Poppy Day. Motion seconded by Councilor Thompson and carried unanimously.

Neighborhood Designation Sign Request-MHC

The Marvin Home Center would like to place a temporary sign with the new neighborhood name on the corner of the park. They would like to rebrand the area as River South.

Motion made by Councilor Vandal to approve adding the temporary sign to the property. Motion seconded by Councilor Thomasson and carried unanimously.

Application for Exempt Permit/Raffle/Whitetails Unlimited/June 12

Motion made by Councilor Vandal to approve the application for Exempt Permit for the Whitetails Unlimited for a Raffle on June 12, 2024 as presented. Motion seconded by Councilor Thomasson and carried unanimously.

Application for Exempt Permit/Bingo/Knights of Columbus/July 4

Motion made by Councilor Vandal to approve the application for Exempt Permit for the Knights of Columbus for Bingo on July 4, 2024 as presented. Motion seconded by Councilor Thompson and carried unanimously.

Building Official

City Administrator Lovelace reported that Kade Paulson has accepted a new position in the Rochester area and Widseth will be terminating the contract for Building Official services effective May 31, 2024.

Information Only

**Thank You form Warroad Community Childcare Center
Information Only**

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 13, 2024.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 4:58 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Sarah Hardwick, city staff