

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

October 15, 2024

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on October 15, 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 – Sarah Hardwick, City Attorney – Steve Anderson, Dan Trosen – Utilities, Adam Solberg – Park, Wade Steinbring – WPD, Rick Trontvet – WCD, Glenda Phillippe – County.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of September 23, 2024 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the September 23, 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 October 2024 checks totaling \$1,465,972.34 (E3605-3611, 3619 = \$7,030.33, AP #54373-54453 = \$815,530.80, Health Insurance #202410 = \$27,635.40, Sales Tax #09302024 = \$45,008.00, NMPA #20240930 = \$392,440.66, PR #9828-9842 = \$17,330.43, PR E3599-3604, 3612-3619 = \$74,848.88 and PR E#514050 & E#514083 = \$86,147.84). Motion seconded by Councilor Thompson and carried unanimously.

August Revenue/Expense Summary

No action taken.

PUBLIC SAFETY

AMB – Accounts to Collection / Revenue Recapture

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

FD - Delinquent Accounts for Collection

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

PD- Notice of Public Auction

Motion made by Councilor Thomasson to authorize public auction. Motion seconded by Councilor Vandal and carried unanimously.

AIRPORT

Approval of Resolution 2024-06

Motion made by Councilor Thomasson to adopt Resolution 2024-06 for the purchase of a Front-End Loader and attachments. Motion seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT**Delinquent Accounts to Collection**

Motion made by Councilor Vandal authorizing to send delinquent utility accounts to collection as presented.
Motion seconded by Councilor Thomasson and carried unanimously.

September Utility Commission Minutes

No Action Taken

Set Public Hearing Date – Delinquent Accounts & Approve List for Notices

Motion made by Councilor Vandal to approve the list presented and set the public hearing date for Tuesday, November 12 at 4:30 pm. Motion seconded by Councilor Thompson and carried unanimously.

Ordinance Violation Update

Lovelace gave an update on three of the letters she sent out. The Steenerson property has removed the camper and boat. The State Ave property states the equipment is for sale, Lovelace will send out another letter stating he has a deadline of November 1 to remove the equipment. The Main Ave property owner states he cannot clean up the area until next spring, council agreed to grant him a deadline of May 15, 2025.

Motion made by Councilor Thompson to send letters stating the new deadlines of November 1 and May 15, 2025.
Motion seconded by Councilor Vandal and carried unanimously.

OTHER BUSINESS:**Off-Sale Liquor License Application for Warroad Eagles**

Motion made by Councilor Olafson to take no action on Off-Sale Liquor License Application. Motion seconded by Councilor Thomasson and carried unanimously.

Approval of 2025 Liquor Licenses

Motion made by Councilor Vandal to approve the 2025 Liquor Licenses. Motion seconded by Councilor Thomasson and carried unanimously.

Application to Conduct Bingo – American Legion 11/14/24 – Women of Today

Motion made by Councilor Vandal to approve the application for Exempt Permit for Women of Today for bingo on November 14, 2024 as presented. Motion seconded by Councilor Thompson and carried unanimously.

Reminder – 1st Meeting in November will be Tuesday, November 12

Information Only

Set a Date for Budget Work Session

Planned for the last week in October.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of October 15, 2024.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:00 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Sarah Hardwick, city staff