

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

November 12, 2024

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30 p.m. on November 12, 2024.

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

Absent: None

Also Present: City Administrator Kathy Lovelace, City Staff – Amy Friesner, City Attorney Steve Anderson, Dan Trosen – Utilities, Damina McMillin – Fire Dept, Glenda Phillipe – Roseau County, Adam Solberg – Park, Brady Swanson – Museum, Wade Steinbring – WPD, Matt Rachuy – Airport, Tom Goldsmith and other area residents.

APPROVE AGENDA:

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

OPEN PUBLIC HEARING FOR DELINQUENT ACCOUNTS

Motion made by Councilor Thompson to open the Public Hearing pursuant Ordinance 10.20 for delinquent accounts. Motion seconded by Councilor Vandal and carried unanimously. ***The hearing opened at 4:30 p.m.***

There were no parties present to address the accounts.

Motion made by Councilor Vandal to close the Public Hearing at 4:32 p.m. Motion seconded by Councilor Thomasson and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of October 28, 2024 Regular Meeting Minutes

Motion made by Councilor Vandal to approve the October 28, 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 November 2024 checks totaling \$837,539.74(E3627-3640 = \$45,530.63, AP #54508-54568 = \$290,389.78, PR #9862-9869 = \$6,790.86, and PR E#514148= \$43,856.01, NMPA #20241031 = \$381,114.06, Sales Tax #10312024 = \$42,223.00, Health Insurance #202411 = \$27,635.40). Motion seconded by Councilor Thompson and carried unanimously.

Rev/Exp Summary - October

FYI – No Action taken.

Resolution 2024-07 Canvassing of 2024 Local Election

City Administrator Kathy Lovelace reviewed the results of the local election.

Motion made by Councilor Thompson to adopt Resolution 2024-07 Canvassing of 2024 Local Election.

Motion seconded by Councilor Thomasson and carried unanimously.

Authorization to send list of delinquent accounts to the County for Collection with Taxes

Motion made by Councilor Vandal to send the list of delinquent accounts to the County for Collection with Taxes if not paid by December 9, 2024 as presented and discussed during the public hearing. Motion seconded by Councilor Thomasson and carried unanimously.

LIBRARY

Authorization to replace (2) faulty furnaces

Brady Swanson, museum manager, asked council for authorization to replace two faulty furnaces. The furnaces are around twenty years old and need to be repaired or replaced before the HVAC project can continue. He presented council two quotes.

Motion made by Councilor Vandal to accept the low quote to purchase two new furnaces from Farmers Union. Motion seconded by Councilor Olafson and carried unanimously.

DISCUSSION REGARDING CANNABIS LICENSING

Council discussed the new requirements regarding retail sales of cannabis. The city has three options: 1- do nothing 2-adopt a resolution to assume regulating authority or 3 – delegate regulating authority to Roseau County. Each option was discussed. Council received comments from area residents in attendance supporting delegation of authority.

Motion made by Councilor Thomasson to develop a resolution delegating regulating authority to Roseau County that will be in effect until the city chooses to end. Motion seconded by Councilor Thompson and carried unanimously.

PUBLIC SAFETY

AMB - Accounts to Collection/Revenue Recapture

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

PD - Request to Purchase in-car computers

Police Chief Wade Steinbring asked council for authorization to purchase two new computers for the squad cars. The current computers are over ten years old and not compatible with the new software that is required. The cost would be \$7,622 and come out of reserves.

Motion made by Councilor Thompson to authorize the purchase of two in-vehicle computers for the police department as presented. Motion seconded by Councilor Olafson and carried unanimously.

AIRPORT

Request to Approve and Sign Task Order for Taxiway Geotechnical Analysis

Council was asked to approve a task order for a taxiway geotechnical analysis. This would be done to help create a plan for reconstruction of the current taxiway. The city portion would be \$1,136.

Motion made by Councilor Vandal to approve and authorize signature on a task order for taxiway geotechnical analysis. Motion seconded by Councilor Thomasson and carried unanimously.

UTILITY DEPARTMENT

Delinquent accounts to RCB Collection

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

2025 Fuel Bids

Utility Superintendent Dan Trosen presented council a fuel bid summary. It is the recommendation that the fuel bid for 2025 be awarded to Circle K/Holiday. Holiday is consistently lower on fuel prices and offered the same discount per gallon.

Motion made by Councilor Thomasson to award the bid for both gas and diesel from Holiday for the 2025 fuel needs. Motion seconded by Councilor Thompson and carried unanimously.

Water/Sewer Rates for 2025

Utility Superintendent Dan Trosen asked council for authorization to raise Water and Sewer rates by 2% for 2025. This would be a minimal increase for the average household.

Councilor Thomasson moved to approve a 2% Water/Sewer rate increase for 2025. Motion seconded by Councilor Vandal and carried unanimously

November Utility Commission Minutes

FYI – No Action taken.

MnDOT Highway Project/ Bridge Bids

The bids for the next phase of the Highway 11 project, specifically the bridge portion, came in 30% higher than estimated overall. Council was asked if they wanted to review the city portion costs which went from \$12,295 to \$51,000 to consider making changes to reduce the final price.

City Administrator Kathy Lovelace will provide some options for cutting costs at the next council meeting.

OTHER BUSINESS:

Application for Exempt Permit / HELPP, Inc/ Bingo at Legion 12/12/24

Motion made by Councilor Vandal to approve the application for Exempt Permit for HELPP Bingo on December 12, 2024 as presented. Motion seconded by Councilor Thomasson and carried unanimously

Application for Exempt Permit / Sons of the American Legion/ Bingo at Legion

Motion made by Councilor Vandal to approve the application for Exempt Permit for Sons of the American Legion Bingo on January 9, 19, February 6, 16 2025 as presented. Motion seconded by Councilor Thomasson and carried unanimously

Special Event Application/ Yellow Rose Run/ 08-09-2025

Motion by Councilor Thomasson to approve the Special Event Application for the Yellow Rose Run on August 9, 2025. Motion seconded by Councilor Vandal and carried unanimously.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of November 12, 2024.* The motion was seconded by Councilor Thomasson and carried unanimously. The meeting adjourned at 5:23 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff