

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

January 13, 2025

CALL TO ORDER:

Mayor Tom Goldsmith called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on January 13, 2025.

Those Present: Mayor Tom Goldsmith (by video), Councilors Michele Vandal, Kevin Thompson, Dean Dorholt 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, Sarah Carling and Rick Trontvet – WCD, Joy Bukowiec - WRU, Glenda Phillipe – Roseau County, John Davis – River Place, Damian McMillin – WFD, and Nate Dalager – HDR Engineers.

Acknowledgement – Mayor Goldsmith

Incoming Mayor Tom Goldsmith acknowledged the many years of public service of outgoing Mayor Bob Marvin and thanked him for the many years of leadership to the City of Warroad and its residents. Mayor Goldsmith also thank outgoing council member Doug Thomasson for his service on the City Council.

First of all I would like to recognize and thank Bob Marvin for his 30 years of service and leadership as Mayor of Warroad. He has led this city with vision that served our residents well and welcomed our visitors, helping to put Warroad on the national and at times world stage. The city is prosperous and financially sound thanks to Bob's leadership and the committed collaboration with all current and past city council members and administrators he has worked with.

Doug Thomasson has been an integral part of the Council these past 4 years and has served on many boards and commissions, including, Planning and Zoning, Public Safety and Airport commission among other.

During Doug's time on the council, many important decisions were made, regarding such things as: Hampton Hotel zoning, Highway 11 project, ICON Apartment Buildings, new Liquor Store, etc. Doug was also a huge part of the Heart and Hammers program that helped homeowners in need in our community. Thank you, Doug for your dedication to serve your community!

As your new mayor, I'm humbled and excited for the opportunity to work with Kathy, the City Council, and our community in this new capacity. I enjoy helping others bring their visions to life and believe this is what has helped our community stand out on the state and national stage. We are in a great place thanks to the leadership of Mayor Bob, Kathy Lovelace, the council, and our residents.

APPROVE AGENDA:

Councilor Vandal moved to approve the meeting agenda as presented. The motion was seconded by Councilor Thompson. Roll Call Vote: Mayor Goldsmith – Yes, Councilor Kevin Thompson - Yes, Councilor Michele Vandal - Yes, Councilor Joe Olason - Yes, Councilor Dean Dorholt – Yes. Motion passed unanimously.

CONSENT AGENDA (the following can be approved with one motion):

Approval of December 09, 2024 Regular Council Minutes

Designation of Official Newspaper- Roseau Times Region

Designation of Official Depositories – SSB, 4M & 4M Plus Fund, RBC Dain Rauscher and Northern Trust Securities Inc

Appointment of Assistant Weed Inspector – Utility Superintendent

Authorization for 2025 Liquor Fund Transfer of \$85,000 to City General Fund

Authorization for 2025 Electric Fund Transfer of \$325,000 to City General Fund

Councilor Vandal moved to approve the consent agenda as presented. The motion was seconded by Councilor Olafson. Roll Call Vote: Mayor Goldsmith – Yes, Councilor Kevin Thompson - Yes, Councilor Michele Vandal - Yes, Councilor Joe Olason - Yes, Councilor Dean Dorholt – Yes. Motion passed unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Appointment of Acting Mayor for 2025

Motion made by Councilor Olafson to appoint Councilor Thompson as acting Mayor for 2025, in the case of Mayor Goldsmith's absence. Motion seconded by Councilor Vandal. Roll Call Vote: Mayor Goldsmith – Yes, Councilor Kevin Thompson - Yes, Councilor Michele Vandal - Yes, Councilor Joe Olason - Yes, Councilor Dean Dorholt – Yes. Motion passed unanimously.

At this time Acting Mayor Kevin Thompson presided over the remainder of the meeting.

Review of Committee, Commission and Board Member Lists

Motion made by Councilor Vandal to table the Committee, Commission and Board List until the next regular council meeting. Motion seconded by Councilor Olafson and carried unanimously.

Review/Approval of 2025 Fee Schedule

Motion made by Councilor Vandal to approve the 2025 Fee Schedule as presented. Motion seconded by Councilor Olafson and carried unanimously.

Review of 2024 Revenue/Expense Summary

No action taken.

Approval of December 2024 Bills

Motion made by Councilor Vandal to approve the December 2024 bills totaling \$243,887.30 (E3667-3675 = \$33,851.06, AP #54677-54734 = \$158,385.98, PR #9968-9971 = \$6,103.83, and PR E51425 = \$45,546.43). Motion seconded by Councilor Olafson and carried unanimously.

Approval of January 2025 Bills and NMPA payment

Motion made by Councilor Vandal to approve the January 2025 bills and NMPA payment totaling \$880,515.52 (E3676-3690 = \$59,363.94, AP #54735-54807 = \$294,772.15, PR #9972-9979 = \$6,887.61, and PR E514278 = \$48,994.67, NMPA #20241231= \$391,437.99, Sales Tax #12312024= \$48,912.00, Bldg Permit SC #20240304 = \$1,074.70, and Health Ins #202501 = \$29,072.46). Motion seconded by Councilor Olafson and carried unanimously.

Resolution 2025-02 to accept donations

Motion made by Councilor Vandal accept donations from Marvin (\$15,000 Ambulance, \$5,000 FD) and Security State Bank (\$1,000 each AMB, FD, PD). Motion seconded by Councilor Olafson and carried unanimously

Approval of Cigarette & E-Cig Licenses

Motion made by Councilor Vandal to approve the 2025 cigarette and e-cigarette licenses as presented. Motion seconded by Councilor Olafson and carried unanimously

Resolution 2025-01 Approving Signatories for City of Warroad Accounts

Motion made by Councilor Vandal approving the signatories for the city as presented. Motion seconded by Councilor Olafson and carried unanimously

AMB - Authorization to send delinquent Accounts to Collection/Revenue Recapture

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

REGIONAL PARK PHASE 1-1 UPDATE/ NATE DALAGER, HDR ENGINEERING

Nate Dalager of HDR Engineering updated council on the regional park progress. The next phase would be to approve the parking lot layout, recommended by the regional park committee, authorize soil boring for the project and decide on a color for the retaining wall. All of this is covered by the grant received.

Approval of Parking Lot Layout, Soil boring and Retaining Wall Color for Regional Park Phase1-1

Motion made by Councilor Vandal to approve the proposed parking lot layout, the soil boring proposal and grey as the color of the retaining wall for regional park Phase 1-1. Motion seconded by Councilor Dorholt and carried unanimously.

Also discussed was the next project of a flood gate structure. Council was asked for direction to apply for grant funding to cover the cost.

It was council consensus to continue to look for grants for flood gate funding.

SRTS AND TA GRANTS FOR SIDEWALK

Approve Resolution 2025-03/ Maintenance Commitment for SRTS Grant Sidewalk

Warroad Community Development is submitting a grant for sidewalks in the SE portion of town to connect to Hwy 11 and also redo the sidewalk on Elk St NW. They are applying for the Safe Routes to Schools grant. Council was asked to adopt a resolution that would make a commitment to maintain the sidewalks.

Motion made by Councilor Vandal to adopt Resolution 2025-03/ Maintenance Commitment for SRTS Grant Sidewalk. Motion seconded by Councilor Dorholt and carried unanimously.

Approve Resolution 2025-04/ Maintenance Commitment for TA Grant Sidewalk

Warroad Community Development is submitting a grant for sidewalks in the SE portion of town to connect to Hwy 11 and to redo the sidewalk on Elk St NW. They are applying for TA grant. Council was asked to adopt a resolution that would make a commitment to maintain the sidewalks.

Motion made by Councilor Vandal to adopt Resolution 2025-04/ Maintenance Commitment for TA Grant Sidewalk. Motion seconded by Councilor Dorholt and carried unanimously.

Approve Widseth Proposal to prepare Plans & Specs, etc for Sidewalk Project

Widseth submitted a proposal to prepare plans, specs and bids for sidewalk project financed by the discussed grants. The cost for their services would not be a part of the grant. The \$102,000 proposal would be all city costs. Council was asked to accept their proposal.

Motion made by Councilor Vandal to accept Widseth's proposal as discussed pending award and acceptance of grant money. Motion seconded by Councilor Olafson and carried unanimously.

UTILITY DEPARTMENT

Widseth Annual Engineering Agreement

Motion made by Councilor Vandal to sign the annual Engineering agreement with Widseth with a 3.9% increase for general engineering cost as presented. *Motion seconded by Councilor Olafson and carried unanimously*

Authorization to send delinquent utility accounts to collection

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

January Commission Minutes

No Action Taken.

OTHER BUSINESS:

Authorization for the liquor Store to hire a PT Clerk

Motion made by Councilor Vandal to authorize the hiring of a part-time clerk at the liquor store. *Motion seconded by Councilor Olafson and carried unanimously*

Request from AT&T for modification to water tower lease

Motion made by Councilor Vandal to table any discussion for modification of the AT&T water tower lease at this time. *Motion seconded by Councilor Olafson and carried unanimously*

Approve Resolution 2025-05/Gambling Premise Permit – Legion for Breakers

This resolution is for correcting the previous application from the Legion for Breakers.

Motion made by Councilor Vandal to approve Resolution 2025-05/ Gambling Premise Permit – Legion for Breakers. Motion seconded by Councilor Olafson and carried unanimously.

Approve Resolution 2025-06/Gambling Premise Permit – Legion for Izzy’s

This resolution is for correcting the previous application from the Legion for Izzy’s.

Motion made by Councilor Vandal to approve Resolution 2025-06/ Gambling Premise Permit – Legion for Izzy’s. Motion seconded by Councilor Olafson and carried unanimously.

Application for Exempt Permit/ Knights of Columbus/ Bingo/ 03/13/25

Motion made by Councilor Vandal to approve the application by the Knights of Columbus for Bingo on 3/13/2025. Motion seconded by Councilor Olafson and carried unanimously.

2025 Council Meeting Calendar

No Action Taken

2025 Schedule of Committee/Commission/Board Meetings

No Action Taken

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 13, 2025.* The motion was seconded by Councilor Dorholt and carried unanimously. The meeting adjourned at 5:40 p.m.

Mayor Tom Goldsmith

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff