

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

**June 23, 2025**

**CALL TO ORDER:**

Mayor Tom Goldsmith called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on June 23, 2025.

***Those Present:*** Councilors Dean Dorholt, Kevin Thompson, Michele Vandal, Joe Olafson, and Mayor Tom Goldsmith.

***Absent:*** None

***Also Present:*** City Administrator – Kathy Lovelace, City Staff – Amy Friesner, City Attorney Steve Anderson, Dan Trosen – Utilities, Wade Steinbring - WPD, Sarah Carling – WCD, Cole Nelson – MnDOT, Mani Souphom – R&J Broadcasting, Glenda Phillipe – County, and area residents.

**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 June 9, 2025 Regular Meeting Minutes**

***Motion made by Councilor Vandal to approve the June 9, 2025 Regular Meeting Minutes as written.*** The motion was seconded by Councilor Dorholt and carried unanimously.

**Approval of Checks**

***Motion made by Councilor Vandal to approve the June 2025 checks totaling \$261,463.98 (E3806-3811 = \$40,411.94, AP #55413-55459 = \$159,371.49, PR #10080-10084 = \$8,741.55, and PR E#514672 = \$52,939.00).*** Motion seconded by Councilor Thompson and carried unanimously.

**RESIDENT CONCERNS**

Area residents that were affected by the sanitary sewer back-up in June, 2025 asked the city what has been done and will be done to prevent this from happening in the future. Utility superintendent Dan Trosen updated all on what had been done including the addition of another screen and the monitoring of the level of the holding tank in the fish cleaning house. A question of communication was discussed, and many thoughts and suggestions will be taken into consideration for future planning.

***No Action Taken.***

**EMERGENCY SERVICES**

**AMB – Delinquent Accounts to be sent to Collection/Revenue Recapture**

***Motion made by Councilor Vandal authorizing to send unpaid ambulance accounts to collection/revenue recapture as presented.*** Motion seconded by Councilor Thompson and carried unanimously.

**AMB – Council Recognition of Resignation**

Tom Bukowiec gave notice of his resignation as of June 23, 2025.

***Council recognized Tom Bukowiec for his many years of service with Warroad Emergency Services.***

**FD – Fire Relief Assoc. Audit Report**

**Information Only.****WARROAD COMMUNITY DEVELOPMENT****WCD Request (tabled from 06/09 mtg)**

Sara Carling - WCD updated council on the Warroad Community Development Government Island Project. WCD would like to spray to kill the vegetation, burn it off, clean up the area then let it green up and mow to maintain. They asked council for authorization to move forward with the plan.

***Motion made by Councilor Olafson to allow the treatment and burning of Government Island to control vegetation.*** Motion seconded by Councilor Vandal and carried unanimously.

**SHIP Grant Update (bike racks)**

The SHIP Grant expenses should be submitted for reimbursement next week. Thanks to the volunteers and utility staff for all the help.

***No Action Taken.***

**General Update/Comments**

Council was updated on the upcoming Town Hall Meeting on July 22, 2025. They were asked to review the new WCD website through the link that will be forwarded to them. The website is planned to go live sometime before school starts in September.

***No Action Taken.***

**UTILITY DEPARTMENT****Credit Card Upgrade**

The city is looking at a new on-line bill pay company. This would allow people to make payments for permits, campground, donations and other payments along with utility bills. It would mean that the existing utility bill paying company would be changed over to the new one. The customer would pay the convenience fee for credit card use but can avoid that if a bank account is used. This would happen in the next few months. If approved, a timeline will be set up and communicated to the utility customers.

***Motion made by Councilor Thompson to move to a new on-line bill pay company as presented.*** Motion seconded by Councilor Vandal and carried unanimously.

**Utility Easement Agreement for New Water Main**

***Motion made by Councilor Vandal to authorize to sign the utility easement for the new water main under the river as drawn up by Marvin, the property owner associated with the new path.*** Motion seconded by Councilor Thompson and carried unanimously.

**Hwy 11 Update/ Color Selection**

City administrator Kathy Lovelace stated that she would choose a color for the round-about center to match the Main Ave sidewalk color.

***No Action Taken.***

**OTHER BUSINESS:****Application for Retail Sales of Fireworks**

***Motion made by Councilor Vandal to approve the application for the retail sale of fireworks as presented pending Fire Department inspection.*** Motion seconded by Councilor Thompson and carried unanimously.

**Special Event Request – July 4<sup>th</sup> Celebration – LOW Brewery / July 3-5<sup>th</sup>**

***Motion made by Councilor Olafson to approve the special event application for LOW Brewery July 3-5, 2025 with a change of where the street can be blocked to allow dock access.*** 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 June 23, 2025.*** The motion was seconded by Councilor Thompson. The meeting adjourned at 5:46 p.m.

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Mayor Tom Goldsmith

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City Administrator, Kathy A. Lovelace

*Minutes prepared by: Amy Friesner, city staff*