

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

October 14, 2025

CALL TO ORDER:

Mayor Tom Goldsmith called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on October 14, 2025.

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

Absent: None

Also Present: City Administrator – Kathy Lovelace, City Staff – Amy Friesner, Dan Trosen – Utilities, Wade Steinbring – WPD, Mani Souphom – R&J Broadcasting, Sarah Carling – WCD, Cole Nelson – MnDOT, and Glenda Phillipe – 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 22, 2025 Regular Meeting Minutes

Motion made by Councilor Thompson to approve the September 22, 2025 Regular Meeting Minutes as written. The motion was seconded by Councilor Vandal and carried unanimously.

Approval of Checks

Motion made by Councilor Vandal to approve the October 2025 checks totaling \$1,569,558.62 (E3876-3895 = \$89,179.35, AP #55860-55949 = \$876,341.00, PR #10134-10144 = \$13,674.83, PR E#515002 = \$49,035.90, E#514966 = \$48,892.22, NMPA #20250930 = \$418,283.86, Sales Tax #09302025 = \$45,079.00, Health Insurance #202510 = \$29,072.46). Motion seconded by Councilor Dorholt and carried unanimously.

Revenue/Expense Summary – September 2025

No Action Taken.

HWY 11 PROJECT

Cole Nelson provided the Council with an update on the project.

Information Only

Agreement adjustments / Balances Due

Motion made by Councilor Thompson to authorize payment to MNDOT in the amount of \$30,675.92 for balances on Hwy 11 project as presented. Motion seconded by Councilor Vandal and carried unanimously.

EMERGENCY SERVICES

AMB – Delinquent Accounts to Collection and Revenue Recapture

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

FD – Delinquent Fire Call to be sent to collection

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

AIRPORT**A/C Recommendation to sign MNDOT Contract 1061275**

Motion made by Councilor Vandal to approve Resolution 2025-15 and authorize signatures to contract 1061275. Motion seconded by Councilor Thompson and carried unanimously.

A/C Recommendation to sign MNDOT Contract 1061277

Motion made by Councilor Olafson to approve Resolution 2025-16 and authorize signatures to contract 1061277. Motion seconded by Councilor Vandal and carried unanimously.

UTILITY DEPARTMENT**Wetland Delineation Engineering Contract – Widseth**

Superintendent Trosen presented a proposal from Widseth for delineation of aquatic resources. They will analyze the hydrology, vegetation, and soils of the property north of the current ponds to determine what areas must be classified as wetlands. Estimated cost is \$6000.00

Motion made by Councilor Vandal to approve the estimated cost for delineation for \$6000.00. The motion was seconded by Councilor Thompson and carried unanimously.

Approval of Utility Easement for Circle K Utility Relocation

Motion made by Councilor Vandal to approve the proposed utility easement for the relocation of utilities for Circle K. Motion seconded by Councilor Thompson and carried unanimously.

RCB Collection

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

Utility Commission Minutes – October

No Action Taken

Delinquent Accounts – Approve List / Set Public Hearing Date

Motion made by Councilor Vandal to approve the list of delinquent accounts and set the Hearing Date as November 11, 2025. Motion seconded by Councilor Thompson and carried unanimously.

OTHER BUSINESS:**Application for Exempt Permit – Bingo – 02/14/26 – Sons of American Legion**

Motion made by Councilor Vandal to approve the application for exempt permit for the Sons of the American Legion for bingo on 2/14/26 as presented. Motion seconded by Councilor Thompson and carried unanimously.

Application for Exempt Permit – Raffle – 02/14/26 – Sons of American Legion

Motion made by Councilor Vandal to approve the application for exempt permit for the Sons of the American Legion for a raffle on 2/14/26 as presented. Motion seconded by Councilor Dorholt and carried unanimously.

Application for Exempt Permit – Bingo – 03/22/26 – Sons of American Legion

Motion made by Councilor Vandal to approve the application for Exempt Permit for the Sons of American Legion for bingo on 3/22/26 as presented. Motion seconded by Councilor Dorholt and carried unanimously.

ADJOURNMENT:

There being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of October 14, 2025.* The motion was seconded by Councilor Thompson. The meeting adjourned at 4:52 p.m.

Mayor Tom Goldsmith

City Administrator, Kathy A. Lovelace

Minutes prepared by: Sarah Hardwick, city staff