

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

January 24, 2022

CALL TO ORDER:

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on January 24, 2022.

Those Present: Mayor Marvin, Councilors Kevin Thompson, Doug Thomasson and Michele Vandal and Councilor Tom goldsmith.

Absent: None

Also Present: City Administrator – Kathy Lovelace, City Staff – Amy Friesner, City Attorney – Steve Anderson, Dan Trosen – Utility Superintendent, Stacy Froemming – Irby Co, and Jason Murray of DDA by video conference.

APPROVE AGENDA:

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

FISCAL/ADMINISTRATIVE ISSUES:

Approval of January 10, 2022 Regular Meeting Minutes

Motion made by Councilor Thompson to approve the January 10, 2022 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 January 2022 checks totaling \$368,137.06 (E2837-2846 = \$60,166.35, AP #50259-50310 = \$251,799.52, PR #8878-8899 = \$18,194.55, and PR E#511727 = \$37,976.64). Motion seconded by Councilor Goldsmith and carried unanimously.

Review/Approval of Committee, Commission and Board Member Lists (tabled 1/10/22)

Motion made by Councilor goldsmith to approve the list of Committees, Commissions, and Boards with no changes. Motion seconded by Councilor Thompson and carried unanimously.

Review/Approval of Fee Schedule (tabled 1/10/22)

Council reviewed the list of fines and fees for 2022. The only proposed change is to change the administrative parking violation fee to \$50.

Motion made by Councilor Vandal to approve the list of 2022 fines and fees with the discussed changes. Motion seconded by Councilor Thomasson and carried unanimously.

PUBLIC SAFETY

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

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

AMB – 2021 Delinquent Account Summary

No Action Taken. Information only.

FD – Authorization to send delinquent Accounts to Collection

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

UTILITY DEPARTMENT**Presentation for Upgrade of Meter System – Irby Co**

Stacy Froemming of Irby Co gave council a presentation of a new utility metering system. Council was asked to consider options to replace the existing meters that are outdated and difficult to get replacement parts.

Discussion will return to the Utility Commission.

Water Main Easement

Councilor Vandal moved to approve a water main easement through Marvin Home Center property to the new Hampton hotel. Motion seconded by Councilor Thompson and carried unanimously

TIF/ TAX ABATEMENT:

Jason Murray of David Drown Associates was available for questions about the process for TIF and Tax Abatement concerning the proposed apartment project(s). Council was asked to allow the continuance of the project by hiring DDA as the development and financial consultant, setting a date for a public hearing to establish a TIF, and setting a date for a public hearing to set a tax abatement plan. Discussion and further explanation of the process and amount and length of TIF/Tax Abatement will be reviewed at a future council workshop.

Motion made by Councilor Goldsmith to hire David Drown Associates as development consulting service – TIF and Cooperative Tax Abatement Services. Motion seconded by Councilor Thompson and carried unanimously.

Motion made by Councilor Thomasson to adopt Resolution #2022-02 Setting a Public Hearing for April 11, 2022 to Establish a Tax Increment Financing District within the City of Warroad. Motion seconded by Councilor Vandal and carried unanimously.

Motion made by Councilor Vandal to adopt Resolution #2022-03 Setting a Public Hearing for April 11, 2022 to establish a Tax Abatement for ICON Apartments. Motion seconded by Councilor Thompson and carried unanimously.

OTHER BUSINESS:**Application for Exempt Permit – Bingo/Knights of Columbus**

Motion made by Councilor Vandal to approve the application for exempt permit for the Knights of Columbus bingo on April 8, 2022 as presented. Motion seconded by Councilor Thomasson and carried unanimously.

Application for Exempt Permit – KC Pro West Inc

Motion made by Councilor Vandal to approve the application for exempt permit for KC Pro West Inc youth snowmobile races raffle on March 19, 2022 as presented. Motion seconded by Councilor Thomasson and carried unanimously.

ADJOURNMENT:

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of January 24, 2022.*** The motion was seconded by Councilor Goldsmith and carried unanimously. The meeting adjourned at 6:16 p.m.

Mayor Bob Marvin

Kathy A. Lovelace, City Administrator

Minutes prepared by: Amy Friesner, city staff