

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

**May 9, 2022**

**CALL TO ORDER:**

Mayor Marvin called the Regular Meeting of the Warroad City Council to order at 4:30p.m. on May 9, 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, Jeff Ploof – Park, Joy Bukowiec – WRU, and Wade Steinbring – WPD.

**APPROVE AGENDA:**

***Councilor Thomasson moved to approve the meeting agenda with the addition of 4c- Lake Level and 6g – School Property.*** The motion was seconded by Councilor Vandal and carried unanimously.

**FISCAL/ADMINISTRATIVE ISSUES:**

**Approval of April 25, 2022 Regular Meeting Minutes**

***Motion made by Councilor Vandal to approve the April 25, 2022 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 May 2022 checks totaling \$829,471.75 (E2918-2932 = \$40,758.13, AP #50665-50736 = \$324,782.84, NMPA #20220430 = \$361,352.92, Sales Tax #04302022 = \$29,413.00, Health Insurance #202205 = \$27,833.46, PR #8966-8970 = \$5,390.14, and PR E#511916 = \$39,941.26).*** Motion seconded by Councilor Goldsmith and carried unanimously.

**Revenue/Expense Summary – April 2022**

***FYI – No Action Taken.***

**Request for Redevelopment Tax Abatement**

City Administrator Kathy Lovelace asked council for some details for Redevelopment Tax Abatement. She stated that there is one interested business owner and would like to proceed with the application process to begin with a public hearing. Council discussed a 5-year term beginning with 100% abatement and ending with 50%.

***It was council consensus to proceed with the process.***

**PUBLIC SAFETY**

**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 Thomasson and carried unanimously.

**AMB – Emergency Services Proclamation**

***Motion made by Councilor Thompson adopting a proclamation for Emergency Services Week May 15- 21, 2022.*** Motion seconded by Councilor Vandal and carried unanimously.

**Lake Level**

Police Chief Wade Steinbring update council on the current lake level and emergency preparedness processes in place.

*No Action Taken*

**UTILITY DEPARTMENT****May Utility Commission Minutes**

*FYI – No Action taken.*

**Delinquent Utility Account for Collection**

*Motion made by Councilor Vandal authorizing to send delinquent utility account to collection as presented.*

Motion seconded by Councilor Thomasson and carried unanimously.

**Main Street Alley Project**

Utility Superintendent Dan Trosen asked council to cost share the replacement of the asphalt in the Main Ave alley with concrete. This will help with maintenance and drainage in the limited space. The developer asked for a cost share of up to \$35,000.

*Motion made by Councilor Thompson to agree to a cost share of charges up to \$35,000 to replace asphalt in the Main Ave alley with concrete.* Motion seconded by Councilor Vandal and carried unanimously.

**Consideration of Electric Vehicle (EV) Chargers**

Utility Superintendent Dan Trosen asked council for authorization to accept a grant from the state to help offset the cost of installing electric vehicle chargers. There will also be an opportunity for another grant through NMPA. The next step would be to present location options based on requirements to the planning commission.

*Motion made by Councilor Vandal to accept the State grant for the installation of Electric Vehicle chargers and proceed to the planning commission.* Motion was seconded by Councilor Goldsmith and carried unanimously.

**OTHER BUSINESS:****WCD Request**

*Motion made by Councilor Vandal to table discussion on the WCD request to a future meeting.* Motion seconded by Councilor Thompson and carried unanimously.

**Application for Temp. On-Sale Liquor License/ Northborn Days/ Warroad Community Partners**

*Motion made by Councilor Vandal to approve the Temporary On-Sale Liquor License application for Warroad Community Partners/ Northborn Days on June 11, 2022 as presented.* Motion seconded by Councilor Thomasson and carried unanimously.

**Application for Exempt Permit / Raffle/ Warroad Memorial Arena**

*Motion made by Councilor Vandal to approve the application for Exempt Permit for Warroad Memorial Arena Raffle on January 31, 2023 as presented.* Motion seconded by Councilor Goldsmith and carried unanimously.

**National Poppy Day Proclamation / Warroad American Legion Auxiliary**

*Motion made by Councilor Thompson to proclaim May 27, 2022 National Poppy Day.* Motion seconded by Councilor Vandal and carried unanimously.

**Authorization to vacate alley in Block 4, Replat of Bergs Addition**

City Administrator Kathy Lovelace asked council to adopt resolution #2022-13 to consider the vacation of an alley for new construction. This would be a part of the DW Jones apartment project in Block 4; Replat of Berg's Addition. There are some utilities in the area that would have to be moved. The motion would be to allow a public hearing.

***Motion made by Councilor Vandal to adopt Resolution #2022-13 to schedule a public hearing to consider the vacation of an alley to allow new construction.*** Motion seconded by Councilor Thomasson and carried unanimously.

**Closing Date change for JBC/LaVoy Purchase Agreement**

A request for a change in the closing date from June 30, 2022 to December 31, 2022 for the purchase agreement for Lots 1-13, Block 3; Replat of Berg's Addition by JBC Commercial was received for consideration. Council discussed any issues.

***Motion made by Councilor Vandal to change the closing date on the JBC/LaVoy purchase agreement from June 30, 2022 to December 31, 2022.*** Motion seconded by Councilor Thompson and carried unanimously.

**School Property**

The school and city have discussed the possibility of a land transaction for the 30 acres located across from the existing school. The school had asked the city for an offer.

***It was Council consensus to offer the school forgiveness of upcoming assessment in trade for the discussed property.***

**ADJOURNMENT:**

There being no further business, ***Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of May 9, 2022.*** The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 5:36 p.m.

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Mayor Bob Marvin

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Kathy A. Lovelace, City Administrator

*Minutes prepared by: Amy Friesner, city staff*