

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – OCTOBER 5, 2009 @ 5:00 P.M.
ROSEAU CITY CENTER COUNCIL CHAMBERS
121 Center Street East Suite 201
Roseau, MN 56751**

A Regular monthly meeting of the Roseau City Council was held on the above date, time and place. Members present were Mayor Jeff Pelowski, Council members Curt Ireland, Pat Novacek, Gerry Schiltz and Linda Vatnsdal. Absent none. Others present were Clerk-Treasurer Michelle Slater, Community Development Coordinator Todd Peterson, Police Chief Ward Anderson, Liquor Store Manager Brad Wiberg, Attorney Patrick Moren, Rod Kjersten, Barbara Jauquet-Kalinoski-NWRL, David McDonald, Steve Anderson, Janet Lundbohm and Charlotte Erickson.

Mayor Pelowski called the meeting to order and the Pledge of Allegiance was said.

The following correction(s)/additions(s) were noted in the September 14, 2009 minutes;
Page 10 – ~~It was reported Mayor Pelowski and Community Development Coordinator Peterson testified at the State level for the next round of the Roseau East Diversion Project funding.~~

Council member Schiltz motioned, Council member Vatnsdal seconded and it was carried by unanimous vote to approve the September 14, 2009 minutes with changes.

Councilmember Vatnsdal motioned, Council member Ireland seconded and it was carried by unanimous vote to approve the September 22, 2009 minutes as presented.

Council member Novacek motioned, Council member Ireland seconded and it was carried by unanimous vote to approve the following Consent Agenda items:

- a. Accounts payable claims from September 15, 2009 through October 5, 2009 as presented, with a batch number of AP093009 and are filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from September 1, 2009 through September 30, 2009 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries August 1, 2009 to August 31, 2009 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries August 1, 2009 through August 31, 2009 were audited, approved and are filed in edit book in the City Clerk's Office.
- e. A review of July 2009 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
 - a. October 14, 2009 Budget meeting 5:00 p.m.
 - b. October 15, 2009 Budget meeting 5:00 p.m.
 - c. November 2, 2009 Regular meeting at 5:00 p.m.
- g. 4-H thank-you.
- h. Minnesota Rural Water Association thank-you.
- i. NMPA Amended/Reinstated Agency Bylaws dated September 21, 2009.
- j. American Legion Temporary Liquor License to serve alcohol at City Center 10/24/09.
- k. Investment-Roseau EDA HiFi as of 09/28/09 is \$109,376.74.
- l. Cash in bank-DNR Escrow as of 09/28/09 is \$289,000.00.
- m. Cash in bank-Regular checking as of 09/28/09 is \$804,530.14.
- n. Investment-Regular HiFi as of 09/28/09 is \$3,632,229.63.
- o. Cash in bank-Liquor Credit Card as of 09/28/09 is \$3,357.00.
- p. Cash in bank-Airport Fuel Sales Credit Card as of 09/28/09 is \$432.85.
- q. Investment-Roseau EDA Money Market as of 09/28/09 is \$118,375.61.
- r. Cash in bank-Pine to Prairie Birding Trail as of 09/28/09 is \$3,587.62.
- s. Cash in bank-Scandinavian Festival as of 09/28/09 is \$2,704.19.
- t. Cash in bank-Roseau Community Youth Project as of 09/28/09 is \$3,324.14.

- u. Cash in bank-Welcome to Roseau as of 09/28/09 is \$1,162.17.
- v. Cash in bank-Roseau EDA as of 09/28/09 is \$4,236.40.

Barbara Jauquet-Kalinoski, Director Northwest Regional Library (NWRL) and NWRL Board member Rod Kjersten met with the Council and presented patron information, 2008 Library Usage information, Roseau Public Library budget to actuals, 10-year Comparison of Walk-in/Circulation, How Branch Librarians Spend Their Time, and calculated formula information. Jauquet-Kalinoski also requested the Council consider leaving the 2010 Library Levy at the 2009 level of \$40,000.

Council member Schiltz motioned, Council member Ireland seconded and it was carried by unanimous vote to approve the David McDonald (#4-09) Variance request to construct an addition at a front yard setback of 20 feet in lieu of the 30 foot front yard setback requirement, as recommended by the Planning Commission.

Council member Novacek motioned, Council member Ireland seconded and it was carried by unanimous vote to approve the Steven A. Anderson (#3-09) Variance request to erect a 3 foot by 6 foot sign at his place of business in lieu of the 2.5 square feet maximum allowed and that Anderson place the sign as low as possible to the ground and that the sign not exceed 5 feet in height from the existing grade, as recommended by the Planning Commission.

Chief Anderson agreed to resolve the Steven Anderson request that the curb be painted for handicapped parking in front of his place of business.

Council member Novacek motioned, Council member Schiltz seconded and it was carried by unanimous vote to approve the final plat for the Flaig Addition as presented with changes, as recommended by the Planning Commission.

An updated clean-up report was given to the Planning Commission.

The Council received a copy of a letter sent on behalf of the Council to BNSF Railway (former Howell Steel railroad leased property) outlining several hazardous conditions on the property and given notification of a Public Hearing on the order to abate nuisance to be held at 5:00 p.m. on November 2, 2009 at the Regular Council meeting.

The Operations Committee met on September 21, 2009 to discuss the reorganization of the Clerk's Office pending the retirement of current Clerk Michelle Slater. Council consensus was the matter be tabled pending the receipt of information from Employers Association Inc. regarding the rerating of positions based on proposed changes in job descriptions.

The Operations Committee recommended the Council reactivate the Employee Group Health Insurance Committee to discuss employee group health insurance options. Council consensus was the Group Health Insurance Committee with members being Council member Ireland, Council member Schiltz, Gwen Kerner and Sue Jennings be reactivated as recommended by the Operations Committee

**#R 28-09
RESOLUTION OF CITY OF ROSEAU AUTHORIZING
THE CREATION OF A JOINT AIRPORT ZONING BOARD**

At a meeting of the Council of the City of Roseau, hereinafter referred to as the Municipality, on the 5th day of October, 2009, Member Novacek, seconded by Member Vatnsdal, introduced the following resolution and moved its adoption.

WHEREAS, This Municipality owns and controls the Roseau Municipal airport; and

WHEREAS, Portions of the airport hazard area adjacent to the airport are located outside the territorial limits of this Municipality but within the territorial limits of the Township of Spruce; and

WHEREAS, This Municipality deems it necessary and expedient to create a Joint Airport Zoning Board in cooperation with the above Township, pursuant to Minnesota Statutes Section 360.063, Subdivision 3, and other applicable laws for the purpose of establishing, administering and enforcing zoning laws for the areas surrounding the airport and for the protection of the airport and the public; and

WHEREAS, The above statute provides that this Municipality has the right to appoint two persons to said Board (said persons should not be members of this Council); and

WHEREAS, Subdivision 8 of Section 32 of the Appropriations Bill passed by the Minnesota Legislature effective July 1, 1973, provides that no moneys shall be expended by the Commissioner of Transportation of the State of Minnesota to improve and maintain an airport unless the governmental unit owning the airport has or is establishing a zoning authority for the airport.

NOW, THEREFORE BE IT RESOLVED By the undersigned Municipality as follows:

1. That there is hereby created in cooperation with the above Township, a Joint Airport Zoning Board to be composed of representatives of the undersigned Municipality and representatives of the above Township, pursuant to Minnesota Statutes Section 360.063, Subdivision e.
2. That the undersigned Municipality hereby appoints (said persons should not be members of this Council) Airport Committee members Keith Okeson and Jane Evans to be its representatives on said Board, said persons to serve for an indefinite term until they resign or are replaced by the undersigned Municipality.

ROLL CALL

Members voting aye: Novacek, Vatnsdal, Ireland, Schiltz and Pelowski

Members voting nay: None

Resolution declared passed: s/s Jeff Pelowski
Mayor

Attest:
s/s Michelle Slater
Clerk Treasurer

Community Development Coordinator Peterson reported the EDA met on September 30, 2009 and noted the Guest House loan will be closed soon with a reopening planned by the end of October.

Liquor Store Manager Wiberg reported the Liquor Store kicked off a month long food drive on October 1, 2009 with a special discount on all purchases.

The Council acknowledged Volunteer Fire Relief Association Investment Report Card-Roseau received from the Minnesota Office of the State Auditor.

Discussion of the Minnesota Municipal Utilities Association (MMUA) 2009-10 Safety Management Program Contract will be added to the November 2, 2009 Regular Council meeting agenda.

Council member Schiltz motioned, Council member Vatnsdal seconded and it was carried by unanimous vote to waive Building Permit #35 fees in the amount of \$459.00 for the City of Roseau Riverview Park Gazebo. The \$30.00 surcharge must be paid by the City.

Community Development Coordinator Peterson presented an update on the Roseau East Diversion Project.

Council member Ireland motioned, Council member Vatnsdal seconded and it was carried by unanimous vote that there was no further business, therefore the meeting be adjourned.

ATTEST:

Clerk-Treasurer

Mayor