

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – FEBRUARY 7TH, 2011 @ 5:00 P.M.
ROSEAU CITY CENTER COUNCIL CHAMBERS
121 Center Street East Suite 201
Roseau, MN 56751**

The 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 Gerry Schiltz, Pat Novacek, Linda Vatnsdal, Curt Ireland. Others present were Community Development Coordinator Todd Peterson, Superintendent David Drown, Liquor Store Manager Brad Wiberg, City Attorney Pat Moren, City Clerk Janet Lundbohm, Lyle Grindy, Roseau County Commissioner Jack Swanson- WILD 102 Radio, Ryan Borneman, Ronald Schwehr, Wyatt Kaml, and Lisa Byfuglien.

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

Council member Gerry Schiltz motioned, Council member Linda Vatnsdal seconded and it was carried by unanimous vote to approve the January 3rd, 2011 minutes as presented.

Council member Linda Vatnsdal motioned, Council member Gerry Schiltz seconded and it was carried by unanimous vote to approve the following Consent Agenda items:

- a. Accounts payable claims from January 1st, 2011 through January 31st, 2011 as presented, with a batch number of AP01312011 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from January 1st, 2011 through January 31st, 2011 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries December 1st, 2010 through December 31st, 2010 are audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries November 1st, 2010 through November 30th, 2010 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of November, 2010 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
 - a. March 7th, 2011, Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center :
 - May 21st, 2011 – Boroos wedding dance
 - May 28th, 2011 - Evans wedding dance
 - June 11th, 2011 - Massaro wedding dance
 - June 25th, 2011 – Johnson wedding dance
 - July 9th, 2011 - Hayes wedding dance
 - July 16th, 2011 - Johnston wedding dance
 - July 30th, 2011 - Olson wedding dance
- h. Thank you from Four Seasons.
- i. E-mails from the Coalition of Greater Minnesota Cities.
- j.

Resolution #15-11

WHEREAS, the Roseau Veterans of Foreign Wars (VFW) has presented to the City of Roseau a donation of \$1,000.00 and has designated that these donations be deposited in the Memorial Arena Zamboni Replacement Fund in exchange for advertising on the Zamboni; and

WHEREAS, the City Council is appreciative of the donation and commends the Veterans of Foreign Wars (VFW) for their civic efforts,

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Roseau, Minnesota;

1. That the donation is accepted and acknowledged with gratitude.
2. That the donation will be appropriated to the Memorial Arena Zamboni Replacement Fund.

Adopted this 7th day of February 2011.

By: _____
Mayor

Attest:

City Clerk

k.

City of Roseau Enterprise Rate Schedule

ELECTRIC RATES

Customer Charge:	Residential	\$ 7.35
	Commercial Single	\$ 26.00
	Commercial 3 Phase	\$ 33.60
Energy Charge:	First 200 kwh	\$.11/kwh
	All other kwh	\$.0756/kwh
Off Peak:		\$.044/kwh
Off Peak for months of July, August and September (air conditioning)		\$.055/kwh
Uncontrolled Electric Heat/Former Demand Waiver*****		\$.1365/kwh
*****Subject to Superintendent approval		
Power Cost Adjustment	Based on Killowatts used	\$.0053/kwh
	<i>STANDBY GENERATION ELECTRIC RATE (this rate to be reviewed by City and NMPA staff at time of installation)</i>	
Facilities Charge:		\$.050/per installed KVA per month
Demand Charge:		\$ 7.00/kwh of billing demand (Refer to determination of billing demand/kwh)
Energy Charge:		\$.027
Mercury Vapor Lights:		\$ 7.20/mo
Meter Deposit:		\$ 100.00 Minimum or average of monthly bills if over \$100.00/month.
Penalty Charge – After the 17th of the month		10%
	After the 15 th of the month.	
Reconnect Fee:		\$ 30.00 plus tax

- l. Investment – Roseau EDA Hi Fi as of 02/01/2011 is \$158,408.27.
- m. Cash in bank-DNR Escrow as of 02/01/2011 is \$3,039,000.00.
- n. Cash in bank-Regular checking as of 02/01/2011 is \$1,798,144.03.
- o. Investment-Regular Hi Fi as of 02/01/2011 is \$2,787,029.88.
- p. Investment of Certificate of Deposit as of 02/01/2011 is \$750,000.00.
- q. Investment of Certificate of Deposit as of 02/01/2011 is \$750,000.00.
- r. Cash in bank-Airport Fuel Sales Credit Card as of 02/01/2011 is \$1,201.45.
- s. Investment-Roseau EDA Money Market as of 02/01/2011 is \$227,778.04.
- t. Cash in bank-Pine to Prairie Birding Trail as of 02/01/2011 is \$1,443.96.
- u. Cash in bank-Scandinavian Festival as of 02/01/2011 \$3,489.56.
- v. Cash in bank-Roseau Community Youth Project as of 02/01/2011 is \$3,324.14.
(A check will be written out to the C & C to be used for youth dances and this account will be closed).
- w.. Cash in bank-Welcome to Roseau as of 02/01/2011 is \$1,212.17.
- x. Cash in bank-Roseau EDA as of 02/01/2011 is \$2,697.70.
- y. Liquor Store Monthly Sales Recap January 2011.
- z. Liquor Store Sales 2011.
- aa. Minnesota Energy Resources Notification of the Application for Authority to Increase Rates for Natural Gas Service in Minnesota.
- bb. E-mail from coalition 2011 CGMC Legislative Action Day Registration, Wednesday, February 9th, 2011.
- cc. Notification that the City of Roseau is on the delinquent list for unpaid taxes on the West Intercept Ditch Maintenance.
- dd.

**#R 16-11
RESOLUTION**

BE IT RESOLVED that the City Council of the City of Roseau, Minnesota hereby approves the Charitable Gambling License for the Roseau American Legion Post 24, 321 Main Ave North, Roseau, MN 56751, (Sparetime Bowl, 121 Main Avenue South, Roseau, MN 56751) license number 00014-002.

Adopted this 7th day of February, 2011.

Signed:

Witness:

Mayor

Clerk

**#R 17-11
RESOLUTION**

BE IT RESOLVED that the City Council of the City of Roseau, Minnesota hereby approves the Charitable Gambling License for the Roseau American Legion Post 24, 321 Main Ave North, Roseau, MN 56751 (RJ's Place, 206 Main Ave S, Roseau, MN 56751) license 03140-001.

Adopted this 7th, day of February 2011.

Signed:

Witness:

Mayor

Clerk

**#R 18-11
RESOLUTION**

BE IT RESOLVED that the City Council of the City of Roseau, Minnesota hereby approves the Charitable Gambling License for the Roseau American Legion Post 24, 321 Main Ave North Main Avenue South, Roseau, MN 56751, (Gene's Bar at 1095 3rd St NW, Roseau, MN. 56751) license number 03140-002.

Adopted this 7th day of February, 2011

Signed:

Witness:

Mayor

Clerk

Ron Schwehr had read an article in the Grand Forks Herald that said there was a 40% chance of flooding in Roseau this spring and questioned how high is the prediction for the Roseau river for this spring. Mayor Jeff Pelowski reported that the City of Roseau has more information available and has been working on the preparedness of the City of Roseau. CDC Peterson will give a report on all of the information compiled later on in the meeting. At this time the National Weather Service has a high probability of significantly higher flood levels than in a normal year. The next forecast will be February 17th, 2011 and Roseau County Emergency Management Director Gracia Nelson will be hosting a meeting on that day.

Roseau Promotions Director Lyle Grindy reported on the following:

- Roseau Civic & Commerce held their annual meeting January 17th, 2011 at the Roseau City Center. Guest speakers were Robert Foley for the EDA, Larry Guggisberg for the School District and Mark Karl gave an update about Polaris that was very positive. Attendance at the event was 120 guests and overall was well received.
- Board members elected to the Civic & Commerce for two years were; Gary Grondahl, Cheri Losse, Janet Hetteen and Chuck Thompson.
- Lyle attended the 2011 Explore Minnesota Toursim Conference held in Nisswa, Minnesota.
- The budget shortfall for Minnesota was a topic of great concern for Explore Minnesota Tourism because the state funds their operating budget and grant money could be affected but no one knows how much.

Council member Curt Ireland motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to approve the Chuck Thompson's (#9-10) Conditional Use request to have one rental unit in the basement of his property located at 607 2nd St NE.

- Community Development Todd Peterson reported that he had received a phone call from a property owner that had the following concerns:
 - The property owner questioned what a Conditional Use was and what it would be for this property. CDC Peterson explained that if this request is granted it would allow one rental unit in the basement for this Conditional Use and to have more than one unit, Chuck Thompson would have to go through the process again and apply for another Conditional Use. The property owner did not have a problem with that, but would have concerns if there were more than one rental unit. The property owner has talked to Chuck Thompson and Chuck indicated that he wanted only one rental unit.

Roseau County Commissioner Jack Swanson reported on the following:

- Jack has been appointed to the Statewide Radio Board; the SRB works with emergency communications (fire, ambulance, police, etc) and meets monthly in the Twin Cities.
- Jack continues working with State Representative Dan Fabian on a Greater Minnesota Advisory Council, which would consist of legislative leaders, the governor, agency commissioners, and cities, counties, schools and townships.
- Roseau County is working with the Roseau River Watershed Board and the DNR on potential impoundments in Beltrami Island State Forest.

Community Development Coordinator Todd Peterson reported that the EDA met on January 26th, 2011 and did not have any new information to report.

Amme Johnson resigned from the CVB board and she will be replaced by Tim Bjerk.

A Public Hearing was held to consider a proposed vacation of Third (3rd) street (also previously known as Fifth (5th) & Sixth (6th) Street Northwest) in the City of Roseau, Minnesota in Riverside Second Addition.

At 5:30 pm Council member Pat Novacek motioned, seconded by Council member Curt Ireland and it was carried by unanimous vote to open the Public Hearing.

Oral comments – none

Written comments – none

Council member Pat Novacek motioned, council member Curt Ireland seconded and it was carried by unanimous vote to close the Public Hearing.

**CITY OF ROSEAU
COUNTY OF ROSEAU
STATE OF MINNESOTA**

A Motion was made by Councilperson Patrick Novacek for passage of the following Resolution:

**RESOLUTION NO. 13-11
A RESOLUTION VACATING THIRD (3RD) STREET
(ALSO KNOWN AS SIXTH (6TH) STREET NORTHWEST)**

**THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA DOES HEREBY
RESOLVE AS FOLLOWS:**

WHEREAS, the City Council previously passed Resolution No. 11-11 noting its interest in vacating pursuant to Minnesota Statute §412.851, Third Street, legally described as follows:

DESCRIPTION OF STREET TO BE VACATED

All that part of Third Street (also known as Sixth Street Northwest) as presently located and established, in Riverside Second Addition to the City of Roseau, which abuts Lot Twelve (12) of Block Seven (7) and Lot One (1) of Block Eight (8) in said Riverside Second Addition to the City of Roseau, Minnesota.

and setting a public hearing to consider the vacation of such street; and

WHEREAS, a public hearing to consider the vacation of such street was held on the 7th day of February, 2011, before the City Council in the City Council Chambers located at 121 Center Street East, Suite 201, at 5:30 o'clock P.M., after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the 4th day of January, 2011, and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that it will be in the best interest of the City of Roseau, Minnesota, to approve the vacation of said City street in that said street is not serving or is not capable of serving any valuable purpose.

WHEREAS, at least four-fifths of all members of the City Council concur in this resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEAU, COUNTY OF ROSEAU, MINNESOTA that such vacation is hereby granted and the street described as follows is hereby vacated:

All that part of Third Street (also known as Sixth Street Northwest) as presently located and established, in Riverside Second Addition to the City of Roseau, which abuts Lot Twelve (12) of Block Seven (7) and Lot One (1) of Block Eight (8) in said Riverside Second Addition to the City of Roseau, Minnesota.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

This Motion was seconded by Councilperson Linda Vatnsdal.

Adopted unanimously by the Council this 7th day of February, 2011.

EFFECTIVE DATE: February 7, 2011.

	AYES	NAYS
Mayor Jeff Pelowski	√	_____
Curt Ireland	√	_____
Linda Vatnsdal	√	_____
Patrick Novacek	√	_____
Gerry Schiltz	√	_____

Approved:

Jeff Pelowski, Mayor

Attested by:

Janet Lundbohm, Clerk

Community Development Coordinator Todd Peterson reported that the Operations committee met on February 2nd, 2011 and made the following recommendations to the City Council.

1. Early retirement request by Sue Jennings/ Early retirement policy.
 - The Operations Committee recommended that the previous decision of the City Council to not offer an early retirement package to Sue Jennings remain unchanged. The Operations Committee recommended that Assistant City Attorney Michelle Moren review the City's current early retirement policy and amend it to reflect that early retirements will only be offered in cases where the city initiates the early retirement offer.
2. Sick leave bonus hours calculation policy.
 - CDC Peterson reviewed the current implementation of the City's "bonus hours" benefit. It was the consensus of the Operations Committee that the intent of the policy is that bonus hours be calculated at the end of the year with all sick leave taken during the year being subtracted from the total number of bonus hours accrued in the year. The remaining bonus hours would then be paid at the beginning of the following year. CDC Todd Peterson was asked to provide language for inclusion in the handbook to clarify this benefit.
3. Foreman positions in the Utility Department.
 - City Superintendent David Drown discussed his desire to provide "foreman" designations for employees who assist him in undertaking supervisory roles within the utility department and perform as the acting Superintendent in the Superintendent's absence. It was the consensus of the Operations Committee to recommend to Supt Drown proceeding in bringing the two foreman positions to Mr. Gmach for recommendation on ratings and compensation.
4. City EOC/2011 Flood Fight discussion.
 - The Operations Committee discussed plans for the potential flood fight in 2011 and efforts that have been undertaken to prepare for any potential flooding situation this spring. If there is a need for a flood fight the city will organize its own EOC in the City Center that incorporates all of the city's efforts for volunteers and emergency management personnel. The City will hold a dry run of how the OEC would be set up and run sometime in February to make sure all of the phone connections and other items are in working order.

City council action taken on the City Center recommendations are the following:

1. After discussion Council member Pat Novacek made a motion to accept the Operations Committee recommendation that Sue Jennings' early retirement request decision remain unchanged and that Assistant Attorney Shelly Moren draft language for the early retirement policy for city council review, seconded by Council member Gerry Schiltz and it was carried by unanimous vote.
2. After discussion Council member Pat Novacek made a motion to recommend to the City Council that Community Development Coordinator Todd Peterson draft language to clarify the "bonus hours" benefit for the city employee handbook for review by the city council, seconded by Council member Curt Ireland and it was carried by unanimous vote.
3. After discussion Council member Pat Novacek made a motion to recommend Community Development Todd Peterson work with George Gmach on review of the two foreman designations as recommended by City Superintendent David Drown, seconded by Council member Curt Ireland and it was carried by unanimous vote.
4. There will be a trial run for the City of Roseau's EOC in the Roseau City Center February 10th, 2011.

Community Development Coordinator Todd Peterson reported that he has been disseminating data collected during the 2009 flood event on riverbank elevations in the City of Roseau along with data

compiled from the Corps of Engineers on river flood profiles. By combining these two sets of data he has been able to provide maps that outline what areas would need additional protection at the various projected flood stages (on file at the Roseau City Office).

Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the Jamie and Lisa Byfuglien request to install an outdoor wood burning furnace with Building Official Kevin Wiskow's recommendations. Outdoor wood burning furnaces are considered on a case by case basis in accordance with Roseau City Code.

Liquor Store Manager Brad Wiberg reported that the state legislature is having discussions on liquor stores being allowed to be open on Sundays.

Council member Pat Novacek reported that the Fire Department is continuing to work on the ISO rating.

City Superintendent David Drown reported that he has received notification from Northern Municipal Power Agency (Darryl Tveitbakk) (a copy is on file at the Roseau City Office) that a wholesale power rate increase of 29.8% has been approved by the Minnkota Board of Directors. Council consensus was for Mayor Jeff Pelowski and Council member Pat Novacek to meet with City Superintendent David Drown to work on projections of rate increases which will be presented at the March 7th, 2011 Regular City Council meeting. The City of Roseau's projected cost of wholesale power will be approximately \$260,000 more than budgeted.

Community Development Coordinator Todd Peterson reported that the City will be taking title to the rest of the East Diversion project properties either through eminent domain or negotiated sale by March 3rd, 2011. The gas company has received plans from the Corp of Engineers to relocate their gas lines out of the way. The Corps is still in need of additional funding to proceed with the next phase of construction on the East Diversion project and is waiting for a 2011 appropriation of funds. The federal government has not yet approved a 2011 budget and is operating under a continuing resolution.

Community Development Coordinator Todd Peterson reported that the Outdoor Steel Sculpture Art Project has received the Laura Jane Musser grant of \$8,000.00. Including this grant, the project sponsors have raised \$21,500.00. The project budget is \$22,000.00.

The City of Roseau is unable to give donations to the Roseau Rambler Youth Wrestling Club and the Roseau SWCD enviornton.

After much discussion Council member Pat Novacek made a motion to approve the Mar-kit Contract as KaMar Recycling is dissolving, seconded by Council member Gerry Schiltz, and it was carried by unanimous vote.

Council consensus was to set a date for March 14th, 2011 at 5:00 PM for the next Roseau Draft Action Plan work session

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

ATTEST:

City Clerk

Mayor

