

**REGULAR ROSEAU CITY COUNCIL MEETING  
MONDAY – JANUARY 4, 2010 @ 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 Curt Ireland, Linda Vatnsdal, Gerry Schiltz, and Pat Novacek. Absent none. Others present were Community Development Coordinator Todd Peterson, Superintendent David Drown, Police Chief Ward Anderson, Liquor Store Manager Brad Wiberg, Fire Chief Tim Skime, Attorney Patrick Moren, City Clerk Janet Lundbohm, Lyle Grindy, Jack Swanson-Roseau County Commissioner-Wild 102. Jeff Olson – Roseau Times Region.

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

Council Member Curt Ireland motioned, Council member Linda Vatnsdal seconded and it was carried by unanimous vote to approve the December 7<sup>th</sup>, 2009 minutes as presented.

Council Member Gerry Schiltz motioned, Council member Linda Vatnsdal seconded and it was carried by unanimous vote to approve the December 21<sup>st</sup>, 2009 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 December 8<sup>th</sup>, 2009 through January 4<sup>th</sup>, 2010 as presented, with a batch number of AP123109 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from December 1, 2009 through December 31, 2009 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries November 1, 2009 through November 30, 2009 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries November 1, 2009 through November 30, 2009 were not audited, and not approved and will be placed on the February 1, 2010 agenda as they were not completed.
- e. A review of October 2009 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
  - a. February 1<sup>st</sup>, 2010 Regular meeting at 5:00 p.m.
  - b. Approve 2010 Regular City Council meeting dates.
- g. Approve the use of alcohol in the Community Center - none
- h. Michelle Slater - Thank –you.
- i. League of Minnesota Cities 2009 Property/Casualty Dividend totaling \$24,491.
- j. Approve MnDot Aeronautics Grant Agreement for new Airport mower and VASI light repair and authorize CDC to sign agreement.
- k. Approve Resolution for Authorization to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition.

l.

**R #11-10  
AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF  
TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING  
LAND ACQUISITION**

It is resolved by the City of Roseau as follows:

1. That the state of Minnesota Agreement No. 95975,  
“Grant Agreement for Airport Improvement Excluding Land Acquisition, “ for  
State Project No. 6801-28 at the Roseau Municipal Airport is accepted.
2. That the Mayor and Community Development Coordinator are  
Authorized to execute this Agreement and any amendments on behalf of the  
**City of Roseau.**

**STATE OF MINNESTOA  
COUNTY OF ROSEAU**

Adopted by the Roseau City Council this 4<sup>th</sup> day of January, 2010.

ATTEST:

s/s Janet Lundbohm

Janet Lundbohm, City Clerk

s/s Jeff Pelowski

Jeff Pelowski, Mayor

- m. Approve rough draft of December 28<sup>th</sup>, 2009 Planning Commission Minutes.
- n. Debra Tuebner – Thank you for shoveling the bridges.
- o. Approve Small Cities Program Joint Participation Agreement for the city of Newfolden and the city of Roseau.
- p. 2009 “City of Roseau Christmas Lighting Contest” Winners.
- q. Liquor Store monthly sales December 2009.
- r. Liquor Store sales 4<sup>th</sup> Quarter 2009.
- s. Liquor Store sales Year end 2009.
- t. Investment-Roseau EDA Hi Fi as of 12/28/09 is \$82,002.08.
- u. Cash in bank-DNR Escrow as of 12/28/09 is \$289,000.00.
- v. Cash in bank-Regular checking as of 12/28/09 is \$2,118,217.44.
- w. Investment-Regular Hi Fi as of 12/28/09 is \$3,040,708.05.
- x. Cash in bank-Liquor Credit Card as of 12/28/09 is \$15,418.00.
- y. Cash in bank-Airport Fuel Sales Credit Card as of 12/28/09 is \$365.87.
- z. Investment-Roseau EDA Money Market as of 12/28/09 is \$80,149.42.
- aa. Cash in bank-Pine to Prairie Birding Trail as of 12/28/09 is \$3,527.62.
- bb. Cash in bank-Scandinavian Festival as of 12/28/09 is \$2,404.19.
- cc. Cash in bank-Roseau Community Youth Project as of 12/28/09 is \$3,324.14.
- dd. Cash in bank-Welcome to Roseau as of 12/28/09 is \$1,162.17.
- ee. Cash in bank-Roseau EDA as of 12/28/09 is \$3,836.82.
- ff.

**R #01-10**

**CITY OF ROSEAU**

**2010 ORGANIZATIONAL RESOLUTION**

**WHEREAS**, Minnesota Statute, Chapter 412, requires certain action by the City Council at the annual organizational Council meeting each January;

**THEREFORE BE IT RESOLVED**, by the Roseau City Council, that it hereby approves the following designations for the year 2010;

**MEETINGS:** Regular meetings of the Roseau City Council shall be held on the First Monday of every month at 5:00 p.m. If a regular meeting falls upon a holiday, it shall be held on the following Monday at the same time and place. All meetings, including special and adjourned meetings, shall be held at City Center Council Chambers located at 121 Center St E, Suite 201, Roseau, Minnesota unless the City Council otherwise announces at a prior meeting.

**ACTING MAYOR:** In the absence of the Mayor, the Acting Mayor for the Roseau City Council shall be Council member Schiltz.

**OFFICIAL NEWSPAPER:** The official newspaper for the City of Roseau shall be the Roseau Times Region, which is published in Roseau, Minnesota.

**OFFICIAL CITY DEPOSITORY:** The Citizens State Bank of Roseau and Border State Bank of Roseau shall be designated as official City of Roseau depositories and are authorized to exceed \$100,000 provided current Certificates of Collateral are on file with said institutions. Funds in excess of \$100,000 will be secured by pledges of government securities. The Treasurer shall have the authority to transfer between funds when deemed necessary. The following shall be authorized agents to endorse checks and orders for the payment of money transactions at the official City depository and the Treasurer is authorized to use a facsimile signature stamp at such time as it becomes necessary: Mayor Jeff Pelowski, Acting Mayor Gerry Schiltz and Treasurer Charlotte Erickson

**COUNCIL MEMBER LIAISONS:** Council Members shall serve as liaisons to the following departments/organizations:

Light, Power and Water – Council member Novacek  
Street, Alleys and Sidewalks – Council member Ireland  
Community Center – Council member Vatnsdal  
Sanitation and Wastewater Service – Council member Schiltz  
City/School Recreation - Mayor Pelowski and Council member Novacek  
Planning Commission – Council member Vatnsdal and Mayor Pelowski as alternate  
Liquor Store – Council member Schiltz and Council member Ireland  
Golf Course – Council member Vatnsdal and Council member Schiltz  
Library – Council member Novacek

#### **CITY OF ROSEAU 2010 COMMITTEE/BOARD APPOINTMENTS**

- **AIRPORT:** Jane Evans, Matt Anderson, Keith Okeson, Airport Manager Arlen Sandland-Ex Officio, City Representatives-Council member Curt Ireland and Community Development Coordinator Todd Peterson.
- **ARENA:** To be reviewed
- **BEAUTIFICATION:** Chairperson Connie Erickson, Bob Granitz, Colleen Olson, Dawn Johnson, DeAnna Hovda, Ed Desrosier, Karen Granitz, Stan Kindzerski, City Representative Community Development Coordinator Todd Peterson, Superintendent David Drown, Council member Linda Vatnsdal.
- **GILBERTSON BALLFIELD:** Chairman Ron Schwehr, Donn Haugen, Harley McMillin, Randy Olson, Tracy Wensloff, City Representatives-Mayor Jeff Pelowski, Parks and Rec.-Chad Johnson.
- **ROSEAU VOLUNTEER FIRE DEPARTMENT:** To be named in March. City Representatives - Mayor Jeff Pelowski and City Clerk Janet Lundbohm.
- **OAKCREST GOLF BOARD:** To be named in May. City Representatives – Council members Gerry Schiltz and Linda Vatnsdal.
- **LIBRARY:** Chair person Joe Elick, NWRLB Rod Kjersten, City Representative-Council member Pat Novacek.
- **PARK:** Michelle Moren, Benny Gordon, Jenny Hanson, Mike Bodell, Mark Johnston, Sonya Peterson, City Representatives-Mayor Jeff Pelowski and Parks and Rec.-Chad Johnson.
- **PLANNING COMMISSION:** Chairman Dennis Sabourin, Mary Hayes, Roland Fredrickson, Larry Guggisberg, JoMar Bernat, Chuck Thompson, Dave Anderson, City Representatives-Council member Linda Vatnsdal, Community Development Coordinator Todd Peterson, Secretary Janet Lundbohm.
- **OUTDOOR POOL COMMITTEE:** Tonia Helgeson, Karrie Rugland, Ann Jacobson, Ben Dieter, Bill Miller, Chris Hamness, Joanne Thompson, Tom Johnson, City representatives-Council member Pat Novacek, Council member Curt Ireland, Community Development Coordinator Todd Peterson and Superintendent David Drown.
- **ROSEAU CONVENTION AND VISITORS BUREAU:** To be named after their January 2010 organizational meeting. City Representatives- Mayor Jeff Pelowski and Community Development Coordinator Todd Peterson.
- **YOUTH:** This committee has been eliminated.
- **WELCOME TO ROSEAU:** Chairman Kerri Byfuglien, Greeter Sharon Pelowski, Greeter Mary Dieter, Greeter, Marsha Hagen, Greeter Priscilla Berry, Sarah Klint, Diane Dahl, Janet Johnson, City Representatives-Community Development Coordinator Todd Peterson, Council member Curt Ireland, and City Clerk Janet Lundbohm.
- **LEGISLATIVE ISSUES:** Bob Bergland, Council member Curt Ireland, Mayor Jeff Pelowski, Community Development Coordinator Todd Peterson.
- **EDA:** To be named after their January 2010 organizational meeting.

- **CITY OPERATIONS COMMITTEE:** Mayor Jeff Pelowski, Council member Pat Novacek Community Development Coordinator Todd Peterson, Superintendent David Drown, Police Chief Ward Anderson and Municipal Liquor Store Manager Brad Wiberg, Fire Chief Tim Skime, and Attorney Pat Moren.
- **COMMUNITY CENTER COMMITTEE:** Lyle Grindy, Deb Haugen, Council member Pat Novacek, Council member Linda Vatnsdal, Tom Jerome, Community Development Coordinator Todd Peterson and City Clerk Janet Lundbohm.
- **ASSISTANT WEED INSPECTOR:** The Roseau City Council hereby appoints Building Official Kevin Wiskow Assistant Weed Inspector for the City of Roseau.

Adopted by the Roseau City Council this 4<sup>th</sup> day of January, 2010.

ATTEST:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

gg.

**R # 02-10  
RESOLUTION**

**WHEREAS**, there is a need from time to time to perform transfers between General Ledger Funds,

**NOW THEREFORE BE IT RESOLVED**, that the City Treasurer is hereby authorized to make transfers as deemed necessary and that all transfers will be brought before the Council for approval.

Adopted by the Roseau City Council this 4th day of January 2010.

ATTEST:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

hh.

**R #03-10  
RESOLUTION**

**CITY OF ROSEAU**

**RESOLUTION ALLOWING WIRE/AUTOMATED BANK PAYMENTS**

**WHEREAS**, the banking industry has promoted electronic funds transfers to reduce paper transactions, move resources more rapidly and respond to customer demands; and

**WHEREAS**, Minnesota State Statutes defines electronic funds transfer as the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

**WHEREAS**, Minnesota State Statutes states that payment of claims, obligations and investment transactions of a statutory city may be made by warrant, check or all forms of electronic or wire funds transfer and that a statutory city may accept payment by use of a credit card, debit card, or all forms of electronic or wire funds transfer; and

**WHEREAS**, the Roseau City Council acknowledges this new technology and the need for electronic fund transfer transactions both coming into and going out of the City bank and investment accounts.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ROSEAU, MINNESOTA** that the Roseau City Treasurer may accept and make payment by electronic funds transfer and wire transfer and that these transactions are subject to the same approval requirements as any paper transaction and that these electronic funds transfer and wire transfer transactions meet all of the required policies of the financial institutions the City of Roseau transacts with and includes but may not be limited to the following:

ING/FTJ - Deferred Compensation  
Health Savings Account transfers  
State of Minnesota – Sales Tax Payable  
State of Minnesota – Payroll withholdings  
Northern Municipal Power Agency – Power billing  
Citizens State Bank – Monthly ACH fee  
AFLAC – Life Insurance  
USDA – Bond Payment

State of Minnesota – Any state funding  
Minnesota Energy – Utilities  
Roseau Electric Co-operative – Utilities  
Verizon - Telephone  
Any Federal Government funding  
MCI – Long Dist  
Century Link – Phone  
Electric Fund - Utilities

Adopted by the Roseau City Council this 4th day of January 2010.

ATTEST:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

ii.

**R #04-10**  
**RESOLUTION AUTHORIZING FACSIMILE MAYOR'S SIGNATURE**  
**AND PREPAYMENT OF CERTAIN INVOICES**

**WHEREAS**, City Councils are required to review expenditures before payments are made, and

**WHEREAS**, business and contractor billing cycles vary and do not always coincide with the City Council meeting held once per month, and

**WHEREAS**, some small businesses and contractors demand payment upon job completion, and

**WHEREAS**, some businesses and contractors include finance charges for bills not paid with 10, 15, 20 or 30 days, and

**WHEREAS**, it is in the City's best interest to pay just debts in a timely manner, and

**WHEREAS**, the mayor's signature is required on checks and various reports and correspondence,

**BE IT RESOLVED** that the Roseau City Council authorizes the use of a facsimile mayor's signature on checks and various reports and correspondence at the discretion of the Clerk and Treasurer, Community Development Coordinator, Superintendent, Chief of Police and Liquor Store Manager,

**NOW THEREFORE, BE IT RESOLVED** that the City Council decrees that, as a matter policy, the City Treasurer and Mayor, when in agreement, may pay bills as appropriate with handwritten checks. All such payments will be presented to the City Council for review at the next regularly scheduled meeting.

I certify the above resolution was adopted by the City Council of the City of Roseau on January 4th, 2010.

ATTEST:

Witnessed:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

jj.

**R# 05-10**  
**CITY OF ROSEAU**  
**RESOLUTION TO SET 2010 TRAVEL AND MEETINGS REIMBURSEMENT RATES**

**WHEREAS**, Roseau City Council members, members of Commissions and Committees may, from time to time, request reimbursement for mileage and meals while conducting official City business; and

**WHEREAS**, the Roseau City Council annually sets the rate of reimbursement for mileage for City employees while using their personal vehicle for official City business as authorized by their Department Head; and

**WHEREAS**, the Roseau City Council annually sets the rate of reimbursement for meals for City employees who are out of town on official City business as authorized by their Department Head; and

**THEREFORE BE IT RESOLVED**, by the Roseau City Council that it hereby approves the mileage reimbursements to be paid for City travel in non-City vehicles shall be set at the approved IRS rate (\$.50c January 1, 2010),

**BE IT FURTHER RESOLVED**, by the Roseau City Council that it hereby approves the 2010 reimbursement rate for meals while traveling on City business at a rate not to exceed \$30.00 per day.

**BE IT FURTHER RESOLVED**, by the Roseau City Council that meal reimbursement shall be made upon request provided proof of receipts is given.

Adopted by the Roseau City Council this 4<sup>th</sup>, day of January 2010.

ATTEST:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

kk.

**R# 06-10**  
**CITY OF ROSEAU**  
**RESOLUTION APPROVING FEE SCHEDULE FOR YEAR 2010**

**WHEREAS**, the City of Roseau charges appropriate fees to cover costs associated with providing various services;

**WHEREAS**, Electric, Water, Garbage and Sewer fees are necessary for City operating and capital expenses;

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Roseau, County of Roseau, Minnesota:

The following rate and fee schedule is adopted and will become in effect as of February 7, 2009 (January 2009 usage):

***City of Roseau Enterprise Rate Schedule***

**ELECTRIC RATES**

Customer Charge:	Residential	\$ 7.00
	Commercial Single	\$ 24.75
	Commercial 3 Phase	\$ 32.00
Energy Charge:	First 200 kwh	\$ .11/kwh
	All other kwh	\$ .072/kwh
Off Peak:		\$ .044/kwh
Off Peak for months of July, August and September (air conditioning)		\$ .055/kwh
Uncontrolled Electric Heat/Former Demand Waiver*****		\$ .13/kwh
*****Subject to Superintendent approval		
Power Cost Adjustment	Based on Killowatts used	\$ .0053/kwh

***STANDBY GENERATION ELECTRIC RATE***

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:	\$ 6.85/mo
Meter Deposit:	\$ 100.00 Minimum or average of monthly bills if over \$100.00/month.
Penalty Charge – After the 17 <sup>th</sup> of the month	10%
Reconnect Fee:	\$ 30.00 plus tax

**WATER RATES**

Customer Charge:	Residential	\$ 10.00
	Commercial	\$ 13.75
Residential over 3,000 gallons		\$ 2.60/M
Commercial over 3,000 gallons		\$ 2.70/M
Water/No Meter	Residential	\$ 16.00/mo
Water/No Meter	Commercial	\$ 24.00/mo
Temporary Construction Water/No Meter		\$ 37.00
Minnesota Department of Health		\$ .53 Set by the State of MN as of 07/01/05

**SEWER RATES**

Customer Charge:	Residential/Commercial	\$ 9.80
5,000 gal/mo	Residential/Commercial	\$ 6.45
Over 5,000 gallons	Residential/Commercial	\$ 1.40/M
No Water Meter Sewer Minimum		\$ 22.00/mo

**GARBAGE RATES**

**32 Gallon/50 lb limit**

	Rate Code		Rate Code		
Residential	600	\$ 15.25	Commercial	627	\$114.45
Commercial	601	\$ 27.30		628	\$108.70
	602	\$ 51.50		629	\$184.80
	603	\$ 15.25		630	\$269.85
	604	\$ 79.30		631	\$171.70
	605	\$ 58.80		632	\$380.60
	606	\$ 60.90		633	\$386.40
	607	\$ 99.75		635	\$129.70
	608	\$ 69.30	Container Rent	682	\$ 5.25
	609	\$ 77.80		683	\$ 2.10
	610	\$ 52.00		684	\$ 2.10
	611	\$273.50		685	\$ 6.80
	612	\$ 75.60		686	\$ 10.00
	613	\$ 88.75		687	\$ 5.25
	614	\$130.20		688	\$ 19.45
	615	\$109.20		689	\$ 30.45
	616	\$245.80		690	\$ 19.45
	617	\$120.75		691	\$ 10.50
	618	\$ 68.25		692	\$ 10.50
	619	\$168.00		693	\$ 3.70
	620	\$ 98.70		694	\$ 2.65
	621	\$ 91.90		695	\$ 1.60
	622	\$ 15.25		696	\$ 2.10
	623	\$ 36.75		697	\$ 12.60
	624	\$484.00		698	\$ 2.65
	625	\$112.35		699	\$ 3.15
	626	\$128.10			

**City of Roseau  
2010 Miscellaneous Fees Schedule  
January 1, 2010**

**General**

Community Center	\$ 35.00 - \$330.00 based on fees schedule
Dogtags	\$ 5.00/life of dog
Liquor License	\$2000.00/yr
Sunday Liquor	\$ 200.00/yr
Beer On-Sale	\$ 250.00/yr
Beer Off-Sale	\$ 250.00/yr (increased from \$62.50 in 2006)
Wine License	\$ 150.00/yr
Club License	\$ 500.00/yr (set by State Statute)
Temporary Liquor License	\$ 25.00
Variance	\$ 50.00
Conditional Use	\$ 50.00
Zoning	\$ 75.00
Peddlers/Transient Merchant License	\$ 100.00/day (City application is given to the Chief of Police for investigation of applicant)

**Request For Information**

Photo Copies (Standard 8 1/2" X 11" White Photo Copy Paper)

Single-sided B/W Photo copy	\$ .10/pg
Double-sided B/W Photo copy	\$ .15/pg

Photo Copies (Color Paper or Other Specialty Copy)

Single-sided B/W Photo copy	\$ .15/pg
Double-sided B/W Photo copy	\$ .20/pg

**City Maps**

B/W Photo Copy of Existing City Maps	
8 1/2" X 11"	\$ .10/map
11" X 17"	\$ .15/map
Laser Print of Electronic Generated GIS City Maps	
8 1/2" X 11"	\$ .25/map

11" X 17"	\$ .25/map
Color Inkjet Print of Electronic Generated GIS City Maps	
8 1/2" X 11"	\$ .50/map
Color Plot Large Scale Electronic Generate GIS City Maps	
ANSI B (11" X 17")	\$ 1.00/plot
ANSI C (17" X 22")	\$ 2.00/plot
ANSI D (22" X 34")	\$ 3.00/plot
ANSI E (34" X 44")	\$ 5.00/plot
Wall Size Aerial Photo of City of Roseau	\$ 75.00/photo

**Copy of Electronic Data Files**

E-Mail Transfer	N/C
Printed to Paper	\$ .10/pg
(Laser Printer 8 1/2" X 11")	
Copy to 3.5" Floppy Disk	\$ 1.00/Disk
Copy to CD	\$ 2.00/CD

**Copy of Audio, Video or Other Special Documents Performed by Outside Contract Service**

Video	City Cost
Audio	City Cost

**City Staff Time for Information Requests (Tasks requiring in excess of 15 minutes to complete)**

Photo Copying	\$ 20.00/hr
Map Production	\$ 30.00/hr
Other	Determined by the Actual Number of Hours Spent and Hourly Wage of Lowest Cost Employee Able to Fulfill Request

**Library-Museum**

Historical Society	\$ 600.00/mo
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**Airport**

Hangar Rents-Small (8)	\$ 75.00/mo	Increased \$20 in 1997	(Roseau Aviation Collects
Hangar Rents-Large (2)	\$ 80.00/mo	Increased \$20 in 1997	and Retains 20%)
Airport Sign Rent	\$ 200.00/yr	(6 total)	
Private Hangar Snow Removal	\$ 50.00/yr	(5 total)	
Airport Land Rent	\$ 10.00/A	(2880 acres)	
Airport Spraying Lease	\$ 100.00/yr	(20 year lease)	
Hangar Land Lease	\$ 100.00/yr	(20 year lease)	

**Park**

Camping Fees/RV Hookup	\$ 15.00/night (tax included)
Camping Fees/Tenting	\$ 10.00/night (tax included)
Shelter Rent	\$ 50.00/day (tax included)
Dump Station	\$ 1.00/ea (donation is requested)

**Police**

Police Reports	\$ 3 - \$5/ea (tax included)
Dog Impound Fee	\$ 15.00/first day (tax included)
Dog Impound Fee	\$ 5.00/every day thereafter (tax included)
Parking Fine	\$ 5.00/ea
Handicapped parking fine	\$ 25.00/ea
Parking fine during snow removal	\$ 60/00/ea whether vehicle is towed or not.
Bike License	\$ 1.00/one time fee

**Zoning**

Commercial	\$ 25.00
Residential	\$ 20.00
Building Permits	1988 MN Bldg Codes Fees Schedule
Surcharge	\$ .50 (4% is retained by City)
Sign Permits	\$ 15.00
Plan Review	5% of Building Permit Fee
Rezoning	\$ 75.00
Elevation Certificate	\$ 50.00
Recording Fee	\$ 46.00 City Cost
House Moving Fee	\$ 50.00 with \$300 deposit
Reroofing	\$ 50.00/flat fee (01/03/05)
Siding	\$ 50.00/flat fee (01/03/05)
Windows	\$ 50.00/flat fee (01/03/05)



Cleanup Week

Appliances	Transfer Station Cost	or discretion of Superintendent
Car Tire	“	“
Tractor Tire	“	“
Truck Tire	“	“
TV's/Monitors	“	“

Adopted by the Roseau City Council this 4<sup>th</sup> day of January 2010.

ATTEST:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

ll.

Authorize Clerk's Office to certify arrear utility, lot mowing and snow removal bills to the Roseau County Auditor to be placed on property owner taxes for payment for the year 2010.

mm.

Authorize the 2010 \$10,000 Firemen's Allowance line item budget paid at the beginning of each year is acknowledged as part of the Firemen's Compensation package. This meets requirements regarding the supplying of meals on work nights.

nn.

**R# 07-10  
RESOLUTION**

**WHEREAS**, the League of Minnesota Cities Insurance Trust requires cities to use the services of an agent in order to participate in the LMCIT property/casualty program; and

**WHEREAS**, the City Council has reviewed and considered the written materials from LMCIT discussing the agent's role and compensation in LMCIT; and

**WHEREAS**, Jerry Klema DBA North Country Insurance has agreed that he is willing to provide to the city the services listed below under the terms and conditions listed below;

The City Council of the City of Roseau resolves as follows:

**Appointment** 1. The City of Roseau hereby appoints as its agent for purposes of the City's participation in the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty/ program. **THIS SHOULD NOT INCLUDE WORKERS COMPENSATION – THE CITY OF ROSEAU ACTS AS THEIR OWN AGENT AND HAS SINCE THE BEGINNING. AS LONG AS THERE ARE NOT VERY MANY CLAIMS AND WE CAN HANDLE IT – THE CITY WILL REMAIN THEIR OWN AGENT FOR WORKERS COMPENSATION. NCI IS THE AGENT FOR THE REST OF THE INSURANCE.**

**Term** 2. This appointment shall remain effective until July 31, 2010 and will be reviewed at renewal time.

**Compensation** 3. As compensation for the services provided to the city as described in Paragraph 4 below, the agent will receive annually a fee equal to 10% of the annual premiums paid by the city to LMCIT for property, liability, and automotive coverages. This fee shall be included in the amounts billed to the city by LMCIT and shall be paid to the agent by LMCIT on the city's behalf.

**BE IT RESOLVED**, that Jerry Klema DBA North Country Insurance be hereby appointed as Agent to administer the City of Roseau League of Minnesota Cities Liability Insurance for January 1, 2010 to July 31, 2010.

Dated this 4th day of January 2010.

ATTEST:

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

oo.

**R# 08-10  
RESOLUTION**

**BE IT RESOLVED**, that the Law Offices of Patrick D. Moren be hereby appointed attorney(s) for the City of Roseau for the period January 1, 2010 to December 31, 2010.

Dated this 4th day of January 2010.

s/s Jeff Pelowski  
Jeff Pelowski, Mayor

s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

pp.

**R# 09-10  
RESOLUTION  
COVERING THE MAYOR AND COUNCIL MEMBERS  
UNDER THE MINNESOTA WORKERS' COMPENSATION LAW**

**WHEREAS**, the law enables elected or appointed officials of the City of Roseau to be covered by the Minnesota Workers' Compensation Law and,

**NOW THEREFORE BE IT RESOLVED**, that pursuant to Minnesota Statutes 176.011, subd. 9, clause 6 – the Minnesota Workers' Compensation Act, members of the Roseau City Council will be included as employees and therefore are included in the City's worker's compensation coverage.

Adopted this 4<sup>th</sup> day of January 2010.

By: s/s Jeff Pelowski  
Jeff Pelowski, Mayor

Attest:  
s/s Janet Lundbohm  
Janet Lundbohm, City Clerk

qq.

**R #10-10  
RESOLUTION  
INCLUDING ACCIDENT COVERAGE FOR CITY VOLUNTEERS**

**WHEREAS**, the League of Minnesota Cities Insurance Trust (LMCIT) offers accident coverage for City volunteers, and

**WHEREAS**, the Roseau City Council recognizes the importance of work done by City volunteers,

**NOW THEREFORE BE IT RESOLVED**, that Accident coverage for City volunteers will be included in the City's Insurance coverage as provided by LMCIT.

Adopted this 4<sup>th</sup> day of January 2010.

ATTEST:

s/s Janet Lundbohm  
City Clerk, Janet Lundbohm

s/s Jeff Pelowski  
Mayor, Jeff Pelowski

Promotions Director Lyle Grindy reported on the following:

- The Holiday fantasy promotion went very well.
- The Civic and Commerce annual meeting will be January 18<sup>th</sup>, 2010 at the Roseau City Center Community room.

Roseau County Jack Swanson reported:

- The Roseau county board will change because of the resignation of a board member. Four people have filed for the position and the primary and general for the board member position will be held in February 2010 for a term of 10 months.
- The Roseau county board approved a budget that will be \$1,000,000.00 less than last year.

Community Development Coordinator Todd Peterson reported that the EDA met and noted that an existing business loan was restructured. The AURI gasification project has taken another turn and will not run on wood chips, but will run on grass chaffe instead. The AURI/Community Power Corp. contract will be modified and this will delay the project for approximately three months and include additional costs to accommodate the change, AURI will provide the additional funding for the contract change.

Liquor Store Manager Brad Wiberg reported that the end of year inventory was complete. When the auditors were here and did there audit count check it was 100% accurate.

Fire Chief Tim Skime reported:

- 2010 is the 25<sup>th</sup> anniversary of the Firemans Ball.
- He has had discussions with the DNR and have negotiated a new contract.
- State wide fire casualties are down and he feels this has been attributed to education of the community and support from the City Councils, schools etc.
- He has had discussions with City Superintendent David Drown in regards to having the snow removed around the fire hydrants and keeping them clean.
- Terry Bandemeir from the Roseau County sheriffs office has requested to store an emergency vehicle they acquired from the stone garden grant at the fire hall.
- FEMA did not pay for the hours for the fire department personnel that worked during the spring high water event in 2009 and these hours were forgotten to be turned in at the end of the year with the regular fire hours worked.

After discussion Council member Curt Ireland made a motion to pay the hours at \$7.00 an hour, seconded by Council member Gerry Schiltz, the following voted in favor thereof: Schiltz, Vatsndal, Ireland, and Pelowski

and the following voted against the same: None

and the following abstained: Novacek

and the following were absent: None

wereupon said motion was declared duly passed and adopted.

Council Member Pat Novacek reported that the fire contract numbers are done and those numbers will be given to City Attorney Pat Moren to write up the contracts and mail them out to townships.

After discussion Council Member Curt Ireland made a motion to recommend that part time police officer Marc Hodge receive an “in lieu of benefits” \$2.50 raise on his January 2010 anniversary date as recommended by Police Chief Ward Anderson, seconded by Council Member Linda Vatsndal, carried by unanimous vote.

After discussion Council member Pat Novacek made a motion to recommend to pay the (MMUA) 2009-10 safety management program contract as recommended by City Superintendent David Drown, seconded by Council member Gerry Schiltz, carried by unanimous vote.

Community Development Coordinator Todd Peterson updated the City Council on the East diversion project. Funding for Phases I & II is in hand and those projects will proceed in 2010. The Corps of Engineers has reevaluated the project and has broken it into 4 projects. The city is waiting to get more information on funding and the remaining timelines for the final phase.

Community Development Coordinator Todd Peterson reported that John Wynne had contacted him to see if the City of Roseau would be interested in applying for an energy efficient grant through DEED. The grant would include all of Roseau county and DEED may select all or a portion of the applicant projects to fund. Grant funds from the energy efficient stimulus program would require a 25% match. Council member Pat Novacek made a motion to have John Wynne include the City of Roseau in the grant application and that Superintendent Drown review the city’s buildings to see what upgrades may be needed, seconded by Curt Ireland, carried by unanimous vote.

CDC Peterson reported that the training for the new Frey accounting program was going well and requested permission to have Michelle Slater help Charlotte close out the books for 2009. The 2010 budget has included a part time person for the city office at \$15.00 an hour.

Council Member Pat Novacek motioned, Linda Vatnsdal seconded, carried by unanimous vote that there was not further business, therefore the meeting be adjourned.

ATTEST:

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City Clerk

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Mayor

