

**REGULAR ROSEAU CITY COUNCIL MEETING  
MONDAY – NOVEMBER 1ST, 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 Gerry Schiltz, Pat Novacek, Linda Vatnsdal, and Curt Ireland. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, Liquor Store Manager Brad Wiberg, City Attorney Pat Moren, City Clerk Janet Lundbohm, Lyle Grindy, and Roseau County Commissioner Jack Swanson- KJ102.

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

The following correction(s) addition (s) were noted in the October 4<sup>th</sup>, 2010 minutes;

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Assistant City Attorney Michelle Moren discussed the vacation of the right-of-way the city maintains on north Main Avenue.

Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the October 4<sup>th</sup>, 2010 minutes with the correction.

Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the October 26<sup>th</sup>, 2010 minutes as presented.

Council member Linda Vatnsdal motioned, Council member Gerry Schiltz seconded and it was carried by unanimous vote to approve the October 27<sup>th</sup>, 2010 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 October 1st, 2010 through October 31st, 2010 as presented, with a batch number of AP10312010 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from October 1st, 2010 through October 31st, 2010 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries September 1st, 2010 through September 30th, 2010 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries August 1st, 2010 through August 31st, 2010 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of August, 2010 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
  - a. November 5th 2010 @ 7:30 a.m. Council to meet as a Canvassing Board for the General Election.
  - b. December 6<sup>th</sup>, 2010, Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center – None
- h. Approve 2011 (December 1, 2010 – November 30, 2011) Liquor Licenses contingent upon all paperwork is obtained by the Clerk's Office:
  - American Legion Club + Sunday
  - Oakcrest Golf Club + Sunday
  - Roseau Eagles + Sunday
  - VFW Club
  - Brickhouse Bar & Grille + Sunday
  - Gene's Bar & Grill
  - RJ's Place

- Roseau Diner
  - Sparetime Bowl + Sunday
- i. Approve 2011 (January 1, 2011 – December 31, 2011) 3.2 Beer Licenses contingent upon all paperwork is obtained by the Clerk’s Office:
- RJ’s Place – Off Sale
  - Holiday – Off Sale
  - Pamida – Off Sale
- j.

COMMUNITY CENTER COMMITTEE: Lyle Grindy, Deb Haugen, Council member Pat Novacek, Council member Linda Vatnsdal, Aaron Nelson, Community Development Coordinator Todd Peterson and City Clerk Janet Lundbohm.

k. “2010 Christmas Lighting Contest” (to be the same categories as 2009).

l.

**R #36-10**  
**RESOLUTION ACCEPTING DONATION**

**WHEREAS**, the Roseau VFW Post 8663 has presented to the City of Roseau a donation of \$500.00 and has designated that these donations be deposited in the City of Roseau General Fund to be used for Roseau Volunteer Fire Department equipment; and

**WHEREAS**, the City Council is appreciative of the donation and commends the Roseau VFW Post 8663 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 Roseau Volunteer Fire Department to be used for fire equipment.

Adopted this 1st day of November 2010.

By: s/s Jeff Pelowski  
Mayor

Attest:  
s/s Janet Lundbohm  
City Clerk

- m. Northwest Minnesota Foundation Grant notification of \$21,467.00 to the City of Roseau from the Roseau Park & Recreation fund of the Northwest Minnesota Foundation for “River Park Gazebo”.
- n. Letter from the Roseau County Assessor pertaining to the Notice of Appeal served upon the Minnesota Commissioner of Revenue in regards to MERC property for the 2010 assessment.
- o. Letter from the Minnesota State Patrol in regards to Federal Communications Commission Narrowbanding Requirement.
- p. Donation by classmates of Lynnette Severson for \$638.00 for 1 bench for the “Riverview Park Gazebo”.
- q. Investment – Roseau EDA Hi Fi as of 10/26/2010 is \$147,557.46.
- r. Cash in bank-DNR Escrow as of 10/26/2010 is \$289,000.00.
- s. Cash in bank-Regular checking as of 10/26/2010 is \$1,360,960.36.
- t. Investment-Regular Hi Fi as of 10/26/2010 is \$3,514,831.96.
- u. Investment Certificate of Deposit as of 10/26/2010 is \$750,000.00.
- v. Cash in bank-Airport Fuel Sales Credit Card as of 10/26/2010 is \$6,203.14.
- w. Investment-Roseau EDA Money Market as of 10/26/2010 is \$77,601.09.
- x. Cash in bank-Pine to Prairie Birding Trail as of 10/26/2010 is \$2,652.71.
- y. Cash in bank-Scandinavian Festival as of 10/26/2010 is \$3,514.56.
- z. Cash in bank-Roseau Community Youth Project as of 10/26/2010 is \$3,324.14.
- aa. Cash in bank-Welcome to Roseau as of 10/26/2010 is \$1,212.17.
- bb. Cash in bank-Roseau EDA as of 10/26/2010 is \$3,174.72.
- cc. Liquor Store Monthly Sales Recap October 2010.

dd. ROSEAU CONVENTION AND VISITORS BUREAU: Chairman Darrin Smedsmo, Pam Hetteen, Jack Swanson, Angie Grafstrom, Sheri Anderson, Carol Rhen, Ammy Johnson, City Representatives Jeff Pelowski, Community Development Coordinator Todd Peterson.

Roseau Promotions Director Lyle Grindy reported on the following:

- The EDA recommended that Lyle and his wife visit businesses in other communities that may consider expanding to Roseau. Lyle will follow up with a letter showing properties that are available and contact people who are willing to help.
- Lyle attended the 43<sup>rd</sup> Minnesota Heartland Tourism Association's annual meeting at the Bemidji Regional Event Center, Thursday, October 21, 2010.
- Roseau will be hosting the Minnesota Heartland Tourism Association's meeting August 25, 2011.
- Civic and Commerce co-sponsored the "Boo Bash" on October 30<sup>th</sup>, 2010 which was successful.

Community Development Coordinator Todd Peterson reported that Police Officer Marc Hodge has sent out letters to property owners from the clean up report that had not cleaned up their property.

CDC Peterson reported that the City of Roseau had entered into a lease agreement with Johnson Oil for the clean up of the property along the railroad that Johnson Oil had formerly leased from BNSF Railway.

Council member Gerry Schiltz motioned, Council member Curt Ireland seconded, and it was carried by unanimous vote to set a Public Hearing for November 29<sup>th</sup>, 2010 to consider Wesley Otto (#8-10) Variance request to add a 10' x 12' three season porch on the east side of the house with a front setback of 6" in lieu of the 30' front setback required, a 29.6" front setback Variance.

Roseau County Commissioner Jack Swanson reported on the following:

- Roseau County plans to use the Don Beito buildings for storage, and perhaps office space in the short term. The sale of that property becomes final in mid-December.
- Jack Swanson has been appointed to the Advisory Committee for Local Government Guide to innovation; this is a statewide committee consisting of three members each from the Association of Minnesota Counties, the League of Minnesota Cities, and the Minnesota School Boards Association. First meeting is this morning (Nov 3).
- The Collaborative Governance Council continues meeting; the last discussion revolved around joint powers agreements.
- A.M.C. Futures Task Force meets this week (Nov 4/5) in St. Paul. Guest speakers include former Governor Wendell Anderson, and Roseau's Bob Bergland.

Community Development Coordinator Todd Peterson reported that the EDA had met and reviewed a business loan application.

Liquor Store Manager Brad Wiberg reported that the Liquor store credit card processing conversion is complete.

City Superintendent David Drown reported that the MinnKota Cooperative board met on Friday to set rate increases for 2010/2011. The NMPA board will meet on Wednesday to review and potentially approve MinnKota's rate increases.

City Superintendent David Drown reported that all of the 2010 construction projects are closed out.

Community Development Coordinator Todd Peterson reported on the Roseau East Diversion Project Update which is on file at the Roseau City Office. CDC Peterson reported that the eminent domain petition has been filed on the remaining properties to be acquired. Davidson Construction is approximately 90% complete on the project. Davidson will continue to complete the remainder of the project as river levels and weather will allow. The project deadline has been extended into next summer. SEH and the Corps continue to work on the final plans for Reaches 1 & 2 and estimate that both will be ready in the next 90

days. The City and Corps are seeking \$5 million in federal funds for 2011 to complete Reach 2. However, the Corps can proceed in constructing ½ of Reach 2 if a minimum of \$2.5 million can be obtained, either way Reach 2 will be bid as a single project in 2011.

CDC Peterson provided an update on the progress of the group seeking to place a steel mural on the City Center grounds. The group has been awarded \$10,000 from the NWRDC Arts Council and has submitted a \$12,000 grant application to the Rural Initiative Fund. The group is working with David Drown on a location and lighting for the artwork.

CDC Peterson provided a report on the year to date expenditures and revenues for October. The City is on budget.

CDC Peterson provided the City Council with the revised 2011 preliminary budget from the budget meetings and reported that the bottom line has a net deficit of \$178,000.00 before use of dedicated funds.

Council consensus was to have a Special City Council meeting, Monday, November 22<sup>nd</sup>, 2010 @ 5:00 pm for the purpose of reviewing the 2011 preliminary budget and making any changes or revisions prior to the presentation of the budget to the public on December 6<sup>th</sup>, 2010 at 6:00 pm during the Regular City Council meeting.

CDC Peterson provided a preliminary City of Roseau Comprehensive Plan document for City Council review. It was consensus of the Council to review the document after completion of the budget process.

Mayor Jeff Pelowski discussed the situation on outstanding payments to the Roseau River Watershed District for the maintenance of the West Intercept Project. Mayor Jeff Pelowski has received actual expenditures from the Watershed District on the project, as requested. Consensus of the City Council was for the committee of Mayor Jeff Pelowski, Council member Pat Novacek, City Superintendent David Drown and CDC Peterson to meet with the Watershed District to discuss alternatives for the future funding of operations and maintenance of this project.

Council member Pat Novacek motioned, Council member Curt Ireland seconded, and it was 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