

**REGULAR ROSEAU CITY COUNCIL MEETING  
MONDAY – APRIL 7TH, 2014 @ 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, Pat Novacek, Linda Vatnsdal, absent Don Ross. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, Chief of Police Ward Anderson, Liquor Store Manager Linda Roseborough, City Attorney Pat Moren, City Clerk Janet Lundbohm, Roseau County Commissioner Jack Swanson and WILD102 Radio, Fire Chief Jeff Ballard and Natalie Anderson.

Mayor Jeff 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 March 3rd, 2014 minutes as presented.

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

- a. Accounts payable claims from March 1st, 2014 through March 31st, 2014 as presented, with a batch number of AP033114 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from March 1st, 2014 through March 31<sup>st</sup>, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries February 1st, 2014 through February 28th, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries January 1<sup>st</sup>, 2014 through January 31st, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of January, 2014 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
  - a. May 5<sup>th</sup>, 2014 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center
  - a. June 14th, 2014 – Coffman wedding dance.
- h. Letter from CenturyLink in regards to the “2014 Construction Season”.
- i. LMCIT – March 2014 Ambassador Talking Points.
- j. Northwest Regional Development Commission Annual Report Calendar Year 2013.
- k. League of Minnesota Cities 2014 Annual Conference June 18-20, 2014.
- l. Approve 2014 (April 21, 2014 – December 31st, 2014) 3.2 Beer License contingent upon all paperwork is obtained by the Clerk's office.
  - Super One Foods #575 – Off Sale
- m. Investment-Roseau EDA Hi Fi as of 04/01/2014 is \$191,883.65.
- n. Cash in bank-DNR Escrow as of 04/01/2014 is \$2,000.00.
- o. Cash in bank-Regular checking as of 04/01/2014 is \$2,324,114.82.
- p. Investment-Regular Hi Fi as of 04/01/14 is \$1,460,439.96.
- q. Investment of Certificate of Deposit as of 04/01/14 is \$766,849.71.
- r. Investment of Certificate of Deposit as of 04/01/14 is \$770,875.18.
- s. Investment of Certificate of Deposit as of 04/01/2014 is \$773,486.35.
- t. Investment of Certificate of Deposit as of 04/01/14 is \$780,275.41.
- u. Cash in bank - Airport Fuel Sales Credit Card as of 04/01/2014 \$3,851.49.
- v. Investment - Roseau EDA Money Market as of 04/01/14 is \$60,474.77.
- w. Cash in bank - Pine to Prairie Birding Trail as of 04/01/2014 is \$9,046.37.
- x. Cash in bank - Scandinavian Festival as of 04/01/2014 is \$3,749.03.
- y. Cash in bank – Welcome to Roseau as of 04/01/2014 is \$1,312.17.
- z. Cash in bank - Roseau EDA as of 04/01/14 \$939.79.

aa.

**RESOLUTION NO. 15-14  
RESOLUTION ACCEPTING DONATION**

**WHEREAS**, Polaris Industries Inc. has presented to the City of Roseau a donation of \$5,000.00 and has designated that these donations be deposited in the City of Roseau General Fund to be used for Playground Equipment for the Roseau City Park; and

**WHEREAS**, the City Council is appreciative of the donation and commends Polaris Industries Inc. 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, and
2. that the donation will be allocated to the Roseau City Park for playground Equipment.

Adopted by the City Council of the City of Roseau, Minnesota this 7th day of April, 2014.

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

bb.

**R # 16-14**

**RESOLUTION APPOINTING DIRECTOR AND ADVISOR AS CITY OF ROSEAU REPRESENTATIVES  
ON  
THE NORTHERN MUNICIPAL POWER AGENCY BOARD**

**BE IT RESOLVED**, that Todd Peterson is hereby appointed Director and David Drown is appointed Advisor as City of Roseau representatives on the Northern Municipal Power Agency Board for May 1, 2014 to April 30, 2015.

Dated this 7th day of April, 2014.

\_\_\_\_\_  
Janet Lundbohm, City Clerk

\_\_\_\_\_  
Jeff Pelowski, Mayor

cc.

**R #18-14**

**RESOLUTION**

**CITY OF ROSEAU**

**COUNTY OF ROSEAU**

**STATE OF MINNESOTA**

**A RESOLUTION TO SIGN JOINT POWERS AGREEMENT WITH THE STATE OF MINNESOTA**

**WHEREAS**, Chief Ward Anderson appeared before the Roseau City Council to discuss the mobile data computer contract between the City of Roseau Police and the State of Minnesota; and

**WHEREAS**, the purpose of the agreement is for the State to provide the Roseau Police Department with access to the State’s I-Mobile System, through software purchased and installed by the City on the city laptop computers mounted in the city patrol vehicles; and

**WHEREAS**, the term of this agreement shall be for the 2014 year.

**NOW, THEREFORE, BE IT RESOLVED** that the Roseau City Council hereby adopts this joint powers agreement upon Motion by Linda Vatnsdal, Seconded by Curt Ireland, and approved by a 4 to 0 Vote; and authorizes Police Chief and City Administrator to sign said agreement.

Adopted by the Roseau City Council on this 7<sup>th</sup> day of April 2014.

\_\_\_\_\_  
Jeff Pelowski, Mayor                          Date

\_\_\_\_\_  
Janet Lundbohm, City Clerk                  Date

dd.

**RESOLUTION NO. 17-14  
RESOLUTION ACCEPTING DONATION**

**WHEREAS**, Citizens State Bank has presented to the City of Roseau a donation of \$3,000.00 and has designated that these donations be deposited in the City of Roseau General Fund to be used for Playground Equipment for the Roseau City Park; and

**WHEREAS**, the City Council is appreciative of the donation and commends Citizens State Bank 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, and
2. that the donation will be allocated to the Roseau City Park for playground Equipment.

Adopted by the City Council of the City of Roseau, Minnesota this 7th day of April, 2014.

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
City Clerk

ee. Roseau Liquor Store Monthly Sales 2014.

ff. March 2014 City Revenues & Expenditures.

Council Consensus was to approve the “Border State Bank Lucky Border Stars Relay for Life team’s (represented by Natalie Anderson) “Stomp Out Cancer 5k/walk-run” to be held May 17<sup>th</sup>, 2014 starting at 9:00 a.m. at the Roseau City Park and finish at the Roseau City Park and they will use the same route as last year.

Council member Linda Vatnsdal introduced the following Ordinance and moved for its adoption:

**ORDINANCE NO. 25 THIRD SERIES**  
**(codified)**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA, TO AMEND CHAPTER 154 OF THE CITY OF ROSEAU’S ZONING CODE APPENDIX ENTITLED “SCHEDULE OF OFF-STREET PARKING AND LOADING SPACES”.**

The City Council of the City of Roseau, Minnesota, does ordain as follows:

**Section 1:** That Chapter 154 of the City of Roseau’s Zoning Code appendix entitled “Schedule of Required Off-Street Parking and Loading Spaces” is hereby amended to delete all previous requirements designated as being applicable to “commercial” real property located in the City of Roseau.

**Section 2:** That the amendment set forth in Section 1 is based upon the recommendation of the City of Roseau Planning Commission based upon the Planning Commission’s following findings of fact:

1. That the application of the requirements of the existing appendix to commercial property in the City of Roseau is unduly restrictive.
2. That the issue of adequate parking for commercial enterprises will be best served by market research initiated by prospective commercial businesses desiring to locate in the City of Roseau.
3. That the adoption of the amendment is in the best interests of economic development in the City of Roseau.

**Section 3:** This Ordinance shall take effect and be in force after its passage and publication.

Dated this 7<sup>th</sup> day of April, 2014.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

The motion for the adoption of the foregoing Ordinance was duly seconded by Council member Curt Ireland and upon vote being taken thereon, the following voted in favor thereof: Pelowski, Vatsndal, Ireland, and Novacek

and the following voted against the same:                      None

and the following abstained:    None

and the following were absent:    Ross

whereupon, said motion was declared duly passed and adopted.

Roseau County Commissioner Jack Swanson reported on the following:

- The Roseau County Board meets tomorrow and will discuss a per hour charge for the County’s IT personnel to provide on demand IT services to the City of Roseau in the short-term to help the city out. The County will also assess what resources would be needed to provide adequate IT services for the City of Roseau in the longer term.
- Jack would like to know if there are any items that the City of Roseau would like to add to the agenda of the committee of the County Executive Board, LMC Board and MN Assn of Townships.

After discussion Council Consensus was to table action on city IT services until such time as the City hears from the County on what IT personnel services the County can provide to adequately keep the city’s computer systems running efficiently and what the ultimate costs might be. The County has agreed to provide short-term assistance in the interim.

Council member Linda Vatnsdal reported that Oakcrest Golf Course has sent out their annual letter regarding membership dues, green fee rates, and general course information.

After review and discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to authorize the city's airport engineer, KLJ, to advertise for bids for a new city-owned hangar at the Airport contingent upon FAA's funding approval.

Community Development Coordinator Todd Peterson reported that MnDOT Aeronautics has approved the final changes to the Airport's revised zoning ordinance and zoning map so the Joint Airport Zoning Board may hold its final public hearing on the ordinance in the next month or two.

Council member Linda Vatnsdal reported that the Beautification committee met and they are looking for workers for a gardener and waterer.

Community Development Coordinator Todd Peterson reported that the EDA met on March 26<sup>th</sup>, 2014 and discussed the following:

- Mutli-housing efforts.
- Business recruitment
- General discussion.

Fire Chief Jeff Ballard reported on the following:

- The architects will be here tomorrow to discuss changes that the internal building committee has recommended.

After discussion Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to authorize City Superintendent David Drown to purchase a 2011 electric ranger from Polaris, with a total cost not exceed \$3,000.00, to be used for mosquito spraying, as recommended by City Superintendent David Drown.

After discussion council consensus was to have Council member Curt Ireland, Chief of Police Ward Anderson and City Superintendent David Drown meet to discuss and develop a street sign retro-reflectivity policy for compliance evaluation and sign replacement, as recommended by City Superintendent David Drown.

After discussion Council member Curt Ireland motioned, Council member Linda Vatnsdal seconded and it was carried by unanimous vote to authorize to advertise for bids for the 2014 Oakcrest West Street Corridor Improvement Project which includes 3<sup>rd</sup> Ave SW, 10<sup>th</sup> ST SW, 2<sup>nd</sup> Ave SW and 11<sup>th</sup> ST SW.

Community Development Coordinator Todd Peterson presented the City Council a revised Tamarack Place Preliminary Plan and a Proposed Schedule of Events for a creation of a Tax Increment Financing Plan for Tax Increment Financing (Housing) District No. 5 (on file at the Roseau City Office). The Tamarack Place preliminary site plan required revision due to an existing Wikstrom easement running through the original site location. The new site plan realigns the building to run east and west instead of north and south (contingent upon approval from the telephone company) as part of the building would still be on the easement.

Community Development Coordinator Todd Peterson presented the City Council a report (on file at the Roseau City Office) on City owned leased crop lands outlining the current rental rates and property tax rates for each parcel. It was shown that the current rental rates are sufficient to cover the city's property tax obligations on these leased properties, no council action was taken.

Council consensus was to meet with Mike Baumgartner in regards to the property he owns in the Oak Crest West Subdivision that resides within the new street project area, but is not part of the current Bergland Enterprises hook-up fee agreement with the City and arrange an \$8,000 per lot assessment with Mr. Baumgartner, in lieu of an actual assessment which would be considerably higher.

After discussion Council member Linda Vatnsdal motioned, and Council member Curt Ireland seconded and it was carried by unanimous vote to have a representative from Donald R. Frey & Company, Inc. come for one week of training for Elizabeth Hellquist, Angela Vonasek, Todd Peterson, and Janet Lundbohm at a cost of \$10,000.00.

Council member Pat Novacek reported that he is an alternate to the State of Minnesota Communication Board.

Community Development Coordinator Todd Peterson presented the City Council the 2013 Roseau Court Townhomes Audit Report.

Community Development Coordinator Todd Peterson reported that the 2013 audit had been completed last week and it went very well.

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

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

