

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – AUGUST 5th, 2013 @ 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, Don Ross, Linda Vatnsdal, and Pat Novacek. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, City Attorney Pat Moren, Assistant City Attorney Michelle Moren, Fire Chief Jeff Ballard, City Clerk Janet Lundbohm, Lyle Grindy, and John Douglas.

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

A Public Hearing was held regarding Tax Increment Financing for the Geroy Apartment Project (housing).

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

There were no written comments.

There were no oral comments.

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

Member Pat Novacek introduced the following resolution and moved its adoption:

RESOLUTION #27-13

RESOLUTION ESTABLISHING TAX INCREMENT FINANCING (HOUSING) DISTRICT NO. 4 WITHIN MUNICIPAL DEVELOPMENT DISTRICT NO. 1 AND APPROVING THE TAX INCREMENT FINANCING PLAN THEREFOR

WHEREAS:

A. It has been proposed that the City of Roseau, Minnesota (the "City") establish Tax Increment Financing (Housing) District No. 4 ("TIF District No. 4") and approve and accept the proposed Tax Increment Financing Plan therefor under the provisions of Minnesota Statutes, Sections 469.174 to 469.1794 (the "Act"); and

B. The City Council has investigated the facts and has caused to be prepared a proposed tax increment financing plan for TIF District No. 4, located within Municipal Development District No. 1 (the "TIF Plan"); and

C. The City has performed all actions required by law to be performed prior to the establishment of TIF District No. 4, and the adoption of a TIF Plan, including, but not limited to, notification of Roseau County and Independent School District No. 682 having taxing jurisdiction over the property to be included in TIF District No. 4 and the holding of a public hearing upon published and mailed notice as required by law; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseau as follows:

1. TIF District No. 4. TIF District No. 4 is hereby established in the City within Municipal Development District No. 1 as a housing tax increment financing district, the initial boundaries of which are fixed and determined as described in the TIF Plan.

2. TIF Plan. The TIF Plan is adopted as the tax increment financing plan for TIF District No. 4, and the City Council makes the following findings:

(a) TIF District No. 4 is a housing district as defined in Minnesota Statutes, Section 469.174, Subd. 11, the specific basis for such determination being that the construction of a 16-unit apartment complex will provide safe, decent, sanitary housing for persons or families of low and moderate income in the City, and will help prevent the emergence of blight and result in the preservation and enhancement of the tax base of the State.

(b) The proposed development in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future. The reasons supporting this finding are that:

(i) Private investment will not finance these development activities because of prohibitive costs relative to rental revenues for low and moderate income multifamily housing units. It is necessary to finance these development activities through the use of tax increment financing so that development of affordable multifamily housing and other development by private enterprise will occur within Municipal Development District No. 1.

(ii) A comparative analysis of estimated market values both with and without establishment of TIF District No. 4 and the use of tax increments has been performed as described above. Such analysis is found in Exhibit V of the TIF Plan, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of TIF District No. 4 and the use of tax increments.

(c) In the opinion of the City Council, the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of TIF District No. 4 permitted by the TIF Plan. The reasons supporting this finding are that:

(i) The estimated amount by which the market value of the site will increase without the use of tax increment financing is \$0, plus a small amount attributable to appreciation in land value;

(ii) The estimated increase in the market value that will result from the development to be assisted with tax increment financing is \$710,166; and

(iii) The present value of the projected tax increments for the maximum duration of TIF District No. 4 permitted by the TIF Plan is \$235,000.

(d) The TIF Plan for TIF District No. 4 conforms to the general plan for development or redevelopment of the City of Roseau as a whole. The reasons for supporting this finding are that:

(i) TIF District No. 4 is properly zoned; and

(ii) The Planning Commission of the City has determined that the proposed TIF Plan conforms to the general plan for the development and redevelopment of the City as a whole ; and

(iii) The TIF Plan will generally compliment and serve to implement policies adopted by the City.

(e) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City of Roseau as a whole, for the development or redevelopment of Municipal Development District No. 1 by private enterprise. The reasons supporting this finding are that:

The development activities are necessary so that development and redevelopment by private enterprise can occur within Municipal Development District No. 1.

3. Public Purpose. The adoption of the TIF Plan for TIF District No. 4 conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the State which is already built up to provide employment opportunities and provide safe, decent, sanitary housing for all residents of the City, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose.

4. Certification. The Auditor of Roseau County is requested to certify the original net tax capacity of TIF District No. 4 as described in TIF Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Clerk is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within TIF District No. 4 for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

5. Filing. The City Clerk is further authorized and directed to file a copy of the TIF Plan for TIF District No. 4 with the Commissioner of Revenue and the Office of the State Auditor.

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

and the following voted against the same: None

and the following abstained: Vatnsdal

and the following were absent: None

Whereupon said resolution was declared duly passed and adopted.

Council member Curt Ireland introduced the following resolution and authorized Mayor and Clerk to sign:

#28-13
RESOLUTION AUTHORIZING
EXECUTION OF A DEVELOPMENT AGREEMENT

A. WHEREAS, BlackRock Property Group, LLC (the "Developer") has requested the City of Roseau, Minnesota (the "City") to assist with the financing of certain costs incurred in connection with the construction of an approximately 16 unit apartment complex to be constructed by the Developer (the "Project").

B. WHEREAS, the Developer and the City have determined to enter into a Development Agreement providing for the City's tax increment financing assistance for the Project (the "Development Agreement").

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseau, Minnesota, as follows:

1. The City Council hereby approves the Development Agreement in substantially the form submitted, and the Mayor and Clerk are hereby authorized and directed to execute the Development Agreement on behalf of the City.

2. The approval hereby given to the Development Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by this resolution to execute the Development Agreement. The execution of the Development Agreement by the appropriate officer or officers of the City shall be conclusive evidence of the approval of the Development Agreement in accordance with the terms hereof.

The motion for adoption of the foregoing resolution was duly seconded by member Pat Novacek and, after full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof: Pelowski, Ireland, Novacek, Ross and Vatnsdal

and the following voted against same: None

Adopted this 5th day of August, 2013.

s/s: Jeff Pelowski
Mayor

Attest: s/s: Janet Lundbohm
Clerk

Council member Don Ross motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the July 1st, 2013 minutes as presented.

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

- a. Accounts payable claims from July 1st, 2013 through July 31st, 2013 as presented, with a batch number of AP073113 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from July 1st, 2013 through July 31st, 2013 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries June 1st, 2013 through June 30th, 2013 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries May 1st, 2013 through May 31st, 2013 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of May, 2013 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
 - a. September 9th, 2013 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center - none
- h. 2012 Population and Household Estimates.
- i. Email from Mary Eppel, Esq. Briggs and Morgan, P.A., that Briggs & Morgan are pleased to represent the City of Roseau as bond counsel for Tax Increment Financing District No. 4 and look forward to working with the City of Roseau as this matter proceeds.
- j. Consider to approve the "2013 Roseau County, City of Roseau, Far North Transit, Roseau Electric Cooperative Health Fair" to be held in the Roseau City Center October 16th, 2013 and request to approve the City cost share (as in the past) which could be more or less than last year and request to approve employees working that day be allowed one paid hour to attend the health fair (approved last year).

k. **RESOLUTION #26-13**

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION**

It is resolved by the City of Roseau as follows:

1. That the state of Minnesota Agreement No. 03932.
"Grant Agreement for Airport Maintenance and Operation," at the
Roseau Municipal Airport is accepted.
2. That the _____ and _____ are
(Mayor, Chairperson, President, etc.) (Clerk, Auditor, Secretary, etc.)
authorized to execute this Agreement and any amendments on behalf of the
City of Roseau.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF _____

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

(Name of Recipient)

at an authorized meeting held on the _____ day of _____, 20_____
as shown by the minutes of the meeting in my possession.

Signature:

(Clerk or Equivalent)

CORPORATE SEAL /OR/

NOTARY PUBLIC

My Commission Expires: _____

12. MnDOT Agreement No. 03932

I. GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION

This Agreement is by and between the State of Minnesota acting through its Commissioner of Transportation ("State"), and the City of Roseau ("Recipient").

WHEREAS, the Recipient desires the financial assistance of the State for maintenance and operation of the Roseau Municipal Airport ("airport"); and

WHEREAS, the State is authorized by Minnesota Statutes Sections 360.015 and 360.305 to provide financial Assistance to the Recipient for its airport.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Recipient and the State, and will remain in effect for the State's fiscal years 2014 and 2015.
2. If paint striping of the Airport is a part of this Agreement, the State will contract for the periodic paint striping of the airport runways and taxiways. The Recipient agrees to a deduct of \$364.00 as its assigned share of airport paint striping. The Recipient agrees to cooperate with the marking operation.
3. The Recipient will keep the runway and the area around the lights mowed. The grass will be mowed at least 7 feet beyond the lights, and at no time will the grass exceed 6 inches in height on the landing area.
4. If the Airport is to remain operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks will be limited in height so that aircraft wings, engines, and propellers will clear them, and landing strip markers and/or lights will remain visible.
5. The Airport must pass periodic inspections performed by a representative of the Office of Aeronautics for compliance with the rules of the Department of Transportation and for compliance with this Agreement. If the Airport is not so maintained, then no reimbursement will be made hereunder.
6. The State will reimburse the Recipient for 2/3 of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed \$26,251.00 of State aid for each State fiscal year. If applicable, this base amount already includes the deduct for paint striping.
7. The Recipient may submit a breakdown of its incurred costs to the Director of the Office of Aeronautics, quarterly, on forms supplied by the Office of Aeronautics if said incurred costs total at least \$5,000.00 for the quarter. Costs are to be submitted as follows:
 - a. In October for the period July 1 through September 30.
 - b. In January for the period October 1 through December 31.
 - c. In April for the period January 1 through March 31.
 - d. In July for the period April 1 through June 30.

Final costs must be submitted to the Director of the Office of Aeronautics on or before August 1 for each State fiscal year ending June 30. No requests received after August 1 for the proceeding State fiscal year will be honored by the State. The State reserves the right to reject items that may not be eligible for reimbursement, and reimbursement may be denied entirely if the Airport is not properly maintained in accordance with this Agreement.

8. The Recipient has established a zoning authority for the Airport, and such authority has completed, or is in process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes Sections 360.061 to 360.074.
9. The State may immediately terminate or suspend this Agreement if the funds necessary to pay the State's share are not received from the Minnesota Legislature or other funding source. The State will provide notice of such lack of funding as soon as possible. Upon such termination or suspension, the State will pay the Recipient a pro-rata share for work performed prior to such notice, to the extent that funds are available.
10. Under Minnesota Statutes § 16C.05, subd. 5, the Recipient's books, records, documents, and accounting procedures and practices relevant to this Grant Contract are subject to examination by the State and/or the State Auditor or Legislature Auditor, as appropriate, for a minimum of six years from the end of this Grant Contract.

11. The Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes § Chapter 13, as it applies to all data provided by the State under this Grant Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Recipient under this Grant Contract. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Recipient or the State.
12. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
13. All contracts for materials, supplies, or construction performed under this Agreement will comply with the equal employment opportunity requirements of Minnesota Statutes Section 181.59.
14. The Recipient will save, defend, and hold the State harmless from any claims, liabilities, or damages including, but not limited to, its costs and attorney's fees which is subject to this Agreement.
15. Recipient's employees, contractors, and consultants will not be considered State employees. Any claims that may arise under the Minnesota Worker's Compensation Act, Minnesota Statute Chapter 176, on behalf of these employees, contractors, and consultants and any claims made by any third party as a consequence of any act or omission on the part these employees, contractors, and consultants are in no way the State's obligation or responsibility.

State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

By: _____

Date: _____

MnDot Contract Management

as to form & execution

By: _____

Date: _____

Purchase Order (PO) ID No: _____

Recipient

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Commissioner, Minnesota Department of Transportation

By: _____
 Director, Office of Aeronautics

Date: _____

- m. SECTION I: LIABILITY COVERAGE WAIVER FORM.
- n. Investment-Roseau EDA Hi Fi as of 07/30/2013 is \$262,477.06.
- o. Cash in bank-DNR Escrow as of 07/30/2013 is \$832,000.00.
- p. Cash in bank-Regular checking as of 07/30/2013 is \$2,256,599.58.
- q. Investment-Regular Hi Fi as of 07/30/2013 is \$1,442,748.12.
- r. Investment of Certificate of Deposit as of 07/30/2013 is \$764,729.42.
- s. Investment of Certificate of Deposit as of 07/30/2013 is \$765,888.81.
- t. Investment of Certificate of Deposit as of 07/30/2013 is \$770,960.14.
- u. Investment of Certificate of Deposit as of 07/30/2013 is \$775,426.31.
- v. Cash in bank - Airport Fuel Sales Credit Card as of 07/30/2013 is \$85.44.
- w. Investment - Roseau EDA Money Market as of 07/30/2013 is \$215,084.29.
- x. Cash in bank - Pine to Prairie Birding Trail as of 07/30/2013 is \$9,013.88.
- y. Cash in bank - Scandinavian Festival as of 07/30/2013 is \$3,651.03.
- z. Cash in bank - Welcome to Roseau as of 07/30/2013 is \$1,287.17.
- aa. Cash in bank - Roseau EDA as of 07/30/2013 is \$514.45..
- bb. Liquor Store Monthly Sales Recap July 2013.
- cc. Thank you from the Roseau County Fair Board – Buddy Erickson, Secretary/Manager.
- dd. 2014 GMC Dues Assessments.
- ee. July 2013 City Revenues & Expenditures.
- ff. 2013 Street Project - \$29,877.31 under budget.

John Douglas appeared before the City Council to express concerns in regards to a lot adjacent to him that the property owner has placed fill on the lot that appears to be in the floodway and there is debris from the house that was a control burn for the Roseau fire department that has not been removed. After discussion council consensus was to have Building Official Kevin Wiskow and Chief of Police Ward Anderson meet to look into the situation and contact the DNR.

Hearing following notice to determine whether the liquor license of the Brickhouse Bar & Grille, Inc. be suspended/revoked.

Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to open the Hearing. (the hearing was recorded)

Assistant City Attorney Michelle Moren presented the City Council exhibits A through K (on file at the Roseau City Office).

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

Council consensus was to continue the discussion to determine whether the liquor license of the Brickhouse Bar & Grille, Inc. be suspended/revoked following the 6:00 pm City Council Closed meeting.

Council member Pat Novacek introduced the following Resolution and moved for its adoption:

#29-13

RESOLUTION CLOSING BOARD MEETING

WHEREAS, the Minnesota Open Meeting Law, Minn. Stat. § 13D.05, subd. 2(b) states that:

“A public body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations

held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.”

WHEREAS, allegations of employee misconduct have arisen against an individual subject to the control of the City of Roseau; and

WHEREAS, the City Council shall conduct a preliminary consideration of these allegations on August 5, 2013, commencing at 6:00 PM, in the Council Chambers located at 121 Center Street East, Suite 202, Roseau, MN; and

BE IT RESOLVED by the Roseau City Council as follows:

1. The Roseau City Council hereby closes this meeting pursuant to Minn. Stat. § 13D.05, subd. 2(b) for preliminary consideration of allegations or charges against an individual subject to its authority;
2. The specific subjects to be discussed, pursuant to Minn. Stat. § 13D.01, subd. 3, are the allegations of employee misconduct.
3. The employee who is the subject of this meeting shall have the option to attend this closed meeting. Said employee also has the right to open this meeting to the public.

Dated this 5th day of August, 2013.

Mayor (or acting Mayor)

Clerk

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

and the following voted against the same: None

and the following abstained: None

and the following were absent: None

whereupon, said motion was declared duly passed and adopted.

Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to reopen the City Council meeting.

Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to accept Brad Wiberg’s resignation in good standing, effective August 6th, 2013.

The City Council continued the discussion to determine whether to revoke/suspend the Brickhouse Bar & Grille, Inc. Liquor License.

Council member Pat Novacek introduced the following resolution and moved for its adoption:

R #30-13
RESOLUTION SUSPENDING LIQUOR LICENSE
OF BRICKHOUSE BAR & GRILLE, INC.

WHEREAS, the Minnesota Department of Revenue issued a Notice to the City of Roseau dated, May 16, 2013, requesting that the City revoke the liquor license issued to the Brickhouse Bar & Grille, Inc., Debtor ID No. 20-3500441, with a license expiration date of November 30, 2013.

WHEREAS, on July 24, 2013 the Minnesota Department of Revenue advised the City that the revocation could be converted to a license suspension.

WHEREAS, on August 5, 2013, following Notice to the Licensee, a public hearing was held for purposes of determining whether the liquor license of the Brickhouse Bar & Grille, Inc. should be suspended.

WHEREAS, based upon the evidence presented at said public hearing on August 5, 2013, the City Council has issued its Finding of Fact following the public hearing and a copy of said findings are attached hereto and incorporated herein as Exhibit "A".

WHEREAS, the City Council has issued its Finding of Fact following the public hearing and a copy of said findings are attached hereto and incorporated herein as Exhibit "A".

BE IT RESOLVED by the Roseau City Council as follows:

1. That the liquor license issued to the Brickhouse Bar & Grille, Inc. with Minnesota Department of Revenue ID No. 20-3500441 is hereby suspended;
2. That said suspension shall be effective on August 6, 2013, at 8:00 a.m. or at such time that a copy of this Resolution is served upon the business address of the Brickhouse Bar & Grille, Inc. at 205 5th Avenue Southwest in Roseau, Minnesota;
3. That the suspension shall remain in full force and effect for a period of sixty (60) days or until such time that the Minnesota Department of Revenue issues a Certificate of Clearance indicating that delinquent tax payments have been paid in full, whichever is the earlier of the two dates.
4. In the event that the delinquent taxes are not paid to the Minnesota Department of Revenue prior to the expiration of the sixty (60) day suspension period, then the City Council shall review the suspension and possibly take further action at a public hearing to be held on October 3, 2013, at 5:30 p.m., at the Council chambers in the City of Roseau. If the tax delinquency has been fulfilled prior to that time, the public hearing shall be cancelled.

Dated this 5th day of August, 2013.

s/s: Jeff Pelowski
Mayor (or acting Mayor)

s/s: Janet Lundbohm
Clerk

The motion for the foregoing resolution was duly seconded by Council member Curt Ireland and upon vote being taken thereon the following members voted in favor thereof: Novacek, Ireland, Vatnsdal and Ross.

and the following voted against the same: Pelowski

and the following abstained: None

and the following were absent: None

whereupon, said motion was declared duly passed and adopted.

Attachments for Resolution #30-13 (EXHIBIT "A") are available for inspection at the Roseau Clerks Office.

Roseau Promotions Director Lyle Grindy reported on the following:

- Crazy Days will be held August 8th through August 10th, 2013, some of the activities will include the following:
 1. Costume contest for store clerks.
 2. Dog show at the city center north parking lot.
 3. Money grab.
 4. Movie at the Roso Theatre.
 5. Roseau's 1st Annual Wine Walk.
- Farmers Market held on Saturdays in August from 8:00 a.m. until 12:00 pm. at the Roseau City Center north parking lot.

After discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the Ross Lewis Sign Company (#6-13) for the Dollar General Store (Overland Properties) Variance request for a total square footage of 249.8 square feet maximum for business signs in lieu of the 120 square feet maximum allowed for business signs, a 129.8 square feet Variance, as recommended by the Planning Commission.

The reasons for approving the request include:

- The sign is in conformity with other businesses in the area.
- The property owner felt that a smaller sign would be less visible and that is why they are asking for the sign variance.

After discussion Council member Pat Novacek motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the Kyle Geroy Apartment concept plan as presented that will be located in a R-5 Zone contingent upon the final plans will meet the requirements for a R-5 Zone which would be approved by the Planner, Building Official and further review by the Fire Chief for fire safety, as recommended by the Planning Commission.

Police Officer Marc Hodge reported at the Planning Commission meeting that he has sent out letters to property owners on the clean up report.

Community Development Coordinator Todd Peterson reported that the airport zoning committee is at a standstill in regards to the zoning ordinance because of a change of personnel of the consulting engineers.

CDC Peterson reported that the grant for the crackseal has not been awarded yet and the bid cannot be held much longer. After discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded and carried by unanimous vote to award the crackseal bid to Fahmer Asphalt Sealers in the amount of \$63,750.00 (there were three bidders) and authorize CDC Peterson to sign the construction contract and grant agreement (when the grant is awarded) as recommended by Community Development Coordinator Todd Peterson.

Council member Linda Vatnsdal reported that the beautification committee met and discussed the following:

- Chairman Dawn Johnson met with the C & C to discuss the flowers and the activities of the beautification committee.
- The beautification committee is considering budgeting for all of the flowers in the City of Roseau.

Community Development Coordinator Todd Peterson reported that the EDA met on Wednesday, July 31, 2013 and discussed the following:

- Loan application – the EDA will meet again on August 6th, 2013 at 3:00 pm to discuss the application.

After discussion Council member Curt Ireland motioned, Council member Don Ross seconded and carried by unanimous vote that the part time assistant manager Linda Roseborough's salary be increased to \$25.59 (Grade 10 pay scale) an hour at the Roseau Liquor Store with the expectation that she will work 40 hours a week in lieu of benefits to fill in for the Liquor Store manager position to include the hiring of part time people to cover all shifts as recommended by Community Development Coordinator Todd Peterson.

After discussion Council member Pat Novacek motioned, Council member Linda Vatnsdal seconded and carried by unanimous vote to authorize Community Development Coordinator Todd Peterson to advertise for two weeks for a full time permanent Liquor Store Manager.

Fire Chief Jeff Ballard reported on the following:

- The fire department has two new members, Leon Huot and Brennen Waage.
- The fireman's ball is September 28th, 2013.

Community Development Coordinator Todd Peterson reported that Roseau County opened bids on the Roseau River Bike Trail – Phase III project on July 18th, 2013 as reflected in a Memo to the Roseau City Council (on file at the Roseau city office). The County received two bids and the low bid was from R & Q Contracting in the amount of \$235,203.00 which was considerably higher than the engineer's estimate of \$193,396.50, which is over budget by about \$20,000.00.

After discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the Roseau River Bike Trail – Phase III project and approve the county award the bid to R & Q Contracting in the amount of \$235,203.00 which is \$19,906.88 over budget, and authorize Community Development Coordinator Todd Peterson to sign contract.

Community Development Peterson reported that Briggs & Morgan will have the Polaris Tax Abatement Developer Agreement ready for approval for the September 9th, 2013 City Council meeting and it will be one agreement for all parties to sign.

Community Development Coordinator Todd Peterson along with Mayor Jeff Pelowski, Representative Dan Fabian and Senator LeRoy Stumpf, representatives from the Minnesota Department of Natural Resources and the U.S. Army Corps of Engineers will meet at 1:00 pm Thursday, August 8th, 2013 in Senator Leroy Stumpf's office to discuss completion of Roseau's flood control project.

Community Development Coordinator Todd Peterson reported that all of the land has been acquired for the East Diversion Project.

Community Development Coordinator Todd Peterson updated the City Council on single family housing and multi-family housing.

Community Development Coordinator Todd Peterson presented the City Council with a City of Roseau 2014 Preliminary Budget.

After discussion by the City Council, Council member Linda Vatnsdal and Council member Curt Ireland volunteered to be on the Employee Wage and Benefit negotiating committee.

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

