

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – April 6th, 2015 @ 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 Pat Novacek and Amy Bassingthwaite. Absent: Curt Ireland and Don Ross. Others present were Community Development Coordinator Todd Peterson, City Attorney Pat Moren, Assistant City Attorney Michelle Moren, Police Chief Ward Anderson, Liquor Store Manager Linda Roseborough, Fire Chief Jeff Ballard, Roseau County Commissioner Jack Swanson - WILD102 Radio, Promotions Director Lyle Grindy, William O'Connell and Sara O'Connell.

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

It was discussed that the word "loan" should be inserted on page 3, paragraph 3, of the March 2nd, 2015 Regular meeting minutes. It would read, "CDC Todd Peterson informed council the EDA approved a \$32,000 "loan" to Greg Pulczinski, for the Hat Trick Buffet."

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to approve the March 2nd, 2015 Regular meeting minutes as amended.

Council member Amy Bassingthwaite motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the following Consent Agenda:

1. Presentation of Accounts Payable claims March 1st, 2015 through March 31st, 2015 batch AP033115.
2. Presentation of daily checks March 1, 2015 through March 31, 2015.
3. Presentation of Receipt entries February 1, 2015 through February 28, 2015.
4. Presentation of Journal entries JV013115.
5. Audit Committee review of January, 2015 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. May 4th, 2015 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center-
 - a. Life Care rehab Service – April 28th, 2015
 - b. Jain Wedding Reception – June 6th, 2015
8. Investment–Roseau EDA Hi Fi as of 04/01/2015 is \$34,683.93.
9. Cash in bank-DNR Escrow as of 04/01/2015 is \$2,000.00.
10. Cash in bank-Regular checking as of 04/01/2015 is \$2,222,787.20.
11. Investment-Regular Hi Fi as of 04/01/2015 is \$1,492,275.10.
12. Investment Certificate of Deposit as of 04/01/2015 is \$771,073.18.
13. Investment Certificate of Deposit as of 04/01/2015 is \$775,120.82.
14. Investment Certificate of Deposit as of 04/01/2015 is \$777,746.37.
15. Investment Certificate of Deposit as of 04/01/2015 is \$784,572.82.
16. Cash in bank-Airport Fuel Sales Credit Card as of 04/01/2015 is \$24,290.75.
17. Investment-Roseau EDA Money Market as of 04/01/2015 is \$192,681.38.
18. Cash in bank-Pine to Prairie Birding Trail as of 04/01/2015 is \$8,080.12.
19. Cash in bank-Roseau EDA as of 04/01/2015 is \$3,754.97

20. VFW Post 8663 – LG240B Application to Conduct Excluded Bingo
21. Eagles Aerie 3882 – LG240B Application to Conduct Excluded Bingo
22. Roseau Townhomes Audit is complete. It can be reviewed at the City Office.
23. Karvakko – South River View Park meeting agenda.
24. Composites Gurea S.A. – Parklex 1000 replacement panels
25. Department of the Army – Current status of the Roseau Flood Risk Management project.

26. **RESOLUTION # 17-15**

**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, 2015 to April 30, 2016.

Dated this 6th day of April, 2015.

Elizabeth Hellquist-Clerk-Treasurer

Jeff Pelowski, Mayor

27. Renewal of the 2015-18 City-School Cooperation Agreement.

Cooperation Agreement

Independent School District No. 682

and the

City of Roseau

July 1, 2015 to June 30, 2018

Article I – Article of Implementation

Section 1. Parties to the Agreement: Independent School District No. 682, hereinafter referred to as the “School” and the City of Roseau, hereinafter referred to as the “City”, do hereby enter into this Cooperative Agreement (“Agreement”) to be effective from July 1, 2015, through June 30, 2018.

Article II – Purpose of the Agreement

Section 1. Purpose: The purpose of this Agreement is to implement cooperative delivery systems for the athletic, cultural, educational, and recreational well-being of the youth and adult residents of the School and the City.

Section 2. Mission Statement: The parties to this Agreement believe that political subdivisions should, whenever possible, cooperate to provide services to improve the quality of life for the people of the City of Roseau and the greater School Community of Independent School District No. 682. Through cooperation, it is believed that: (a) duplication of services will be diminished; (b) the cost of many existing services will be reduced; and, (c) the feasibility of providing new services will be increased.

Subdivision 1. The School believes its primary mission is to provide quality educational programs for its kindergarten through twelfth grade students consistent with the rules and regulations of the State of Minnesota.

Subdivision 2. The City believes its primary mission is to provide governance and basic infrastructure needs for its residents.

Subdivision 3. The School and City agree that this Agreement is secondary to each party's stated primary mission.

Section 3. Services of Mutual Interest: The City and School have a common interest in providing services and programs that improve the quality of life for adults and children. For this Agreement, the parties have identified the following services that improve the quality of life for its residents:

- Recreational activities and programs.
- Library services.
- Cultural activities and programs.
- College and technical training programs.
- Family-centered activities and programs that improve the quality of family life.

Section 4. Facilities for Cooperative Efforts: To implement cooperative efforts for the services and programs listed above, the parties to this Agreement have identified the following relevant facilities:

- City-owned Roseau Memorial Arena
- School-owned Rams Sports Center
- City-owned Oakcrest Golf Course
- School-owned Roseau Swimming Pool
- School-owned Tennis Court Complex
- City Library
- School Library(s)
- City-owned Gilbertson Field
- School-owned Softball/Baseball Complex

Note: Facilities may be added to, or deleted from, the above list by resolution of both governing bodies (Roseau City Council and Roseau School Board).

Article III – Advisory Committee

Section 1. Advisory Committee Membership: An advisory committee is hereby created for overseeing the implementation of this Agreement. The committee shall be called the School-City Advisory Committee (SCAC). The committee shall be comprised of the following members:

- Two (2) members of the Roseau City Council
- Two (2) members of the Roseau School Board
- City/Community Development Coordinator
- Roseau School Superintendent

The parties to this Agreement shall select their representatives to serve as SCAC members. An appointed member shall serve at the pleasure of the party making the appointment and is subject to recall at any time. It is the duty of each party to this Agreement to advise the other when a change in SCAC committee membership occurs.

Section 2. Advisory Committee Duties: The duties of the SCAC shall be:

Subdivision 1. Facility Operations Review: To meet as necessary, but not less than annually, to review the operation of the facilities listed in Article II of this Agreement and, if necessary, to make appropriate recommendations for modification.

Subdivision 2. Normal Capital Expenditures: To meet, as necessary, to approve or disapprove normal capital outlay expenses for the listed facilities if cost-sharing is applicable.

Subdivision 3. Large Capital Expenditures: To meet, as necessary, to review large capital outlay expenses proposed for cost-share. Items recommended for cost-sharing by the SCAC must be submitted to both governing bodies for approval.

Section 3. Length of Service : The terms of appointment to the SCAC shall be continuous until the respective governing body appoints a successor.

Article IV – Use and Cost-Sharing for Eligible Facilities

This article clarifies the following items: (a) the cost-sharing arrangement, if applicable, for each facility listed in this Agreement, and (b) any restrictions on use of the listed facilities by residents represented by either party to this Agreement. Expenses not explicitly identified for cost-sharing shall be considered non-eligible costs.

Section 1. Roseau Memorial Arena: This facility is owned and operated by the City.

Subdivision 1. Use of Facility: The City shall allow all students of the School equal access to this facility without discrimination based upon the place of residence.

Subdivision 2. Scheduling: During the hockey season, representatives from the City and the School will meet every other week, at a minimum, to develop a rink utilization schedule.

The School's boy's varsity and junior varsity hockey teams will practice and play all their games at this facility. The School boy's hockey teams will be given the top priority for ice time by the City. Furthermore, should a scheduling conflict arise at the Rams Sports Center, the School's girls hockey teams will be given top priority at Memorial Arena.

Subdivision 3. Cost-Sharing: There shall be no cost-sharing on the part of the School for the use of Memorial Arena, including the locker room facilities. The provisions contained in Article V of this Agreement are applicable to this facility.

Section 2. Rams Sports Center: This facility is owned and operated by the School.

Subdivision 1. Use of Facility: The School shall allow all residents, including those residing in the City, equal access to this facility without discrimination based upon the place of residence.

Subdivision 2. Scheduling: During the hockey season, representatives from the School and the City will meet every other week, at a minimum, to develop a rink utilization schedule.

The School's girl's varsity and junior varsity (i.e. 14U or equivalent) hockey teams will practice and play all their games at this facility. The School girl's hockey teams will be given the top priority for ice time by the School. Furthermore, should a scheduling conflict arise at Memorial Arena, the School's boys hockey teams will be given top priority at the Rams Sports Center.

Subdivision 3. Cost-Sharing: There shall be no cost-sharing on the part of the City for the use of the Rams Sports Center. However, the School may charge the City for the total cost of operations (relating to ice resurfacing) for ice time requested by M.A.H.A. representatives in excess of the hours allocated to M.A.H.A. as part of the ice time exchange for the School's use of Memorial Arena. The provisions contained in Article V of this Agreement are non-applicable.

Section 4. Oakcrest Golf Course: The City owns, and contracts for the operation of, this facility.

Subdivision 1. Use of Facility: The City shall allow the School's boys and girls golf teams access to this facility during the MSHSL sports season.

Subdivision 2. Cost-Sharing: There shall be no cost-sharing on the part of the School for the use of this facility. The provisions contained in Article V of this Agreement are non-applicable.

Section 5. Roseau Swimming Pool: The School owns and operates this facility.

Subdivision 1. Use of Facility: The School shall allow all residents, including those residing in the City, equal access to this facility without discrimination based upon the place of residence.

Subdivision 2. Cost-Sharing: There shall be no cost-sharing on the part of the City for use of this facility. However, the School may charge the City an hourly rental rate for exclusive use of the Roseau School Swimming Pool for any future City run recreational program utilizing the pool. The provisions contained in Article V of this Agreement are non-applicable.

Section 6. Tennis Court Complex: The School owns a six (6) tennis court complex located in the City of Roseau, (as of 6/04). Two (2) of the courts were constructed with FEMA replacement money allocated to the City following the flood of 2002; the School has assumed ownership of those courts.

Subdivision 1. Use of Facility: The School shall allow all residents, including those residing in the City, equal access to this facility without discrimination based upon the place of residence.

Subdivision 2. Cost-Sharing: The School shall operate and maintain the complex. The City shall cost-share the maintenance of 1/3 of the complex as approved by the SCAC. The provisions contained in Article V of this Agreement are applicable to this facility.

Section 7. City and School Libraries: The City and the School own and operate separate libraries located in the City of Roseau.

Subdivision 1. Use of Facilities: The School and City shall allow residents, whether students or adults, equal access to these facilities without discrimination based upon the place of residence.

Subdivision 2. Cost-Sharing: The School and City shall operate and maintain their own libraries. The provisions contained in Article V of this Agreement are non-applicable.

Section 8. Gilbertson Field: The City owns this facility.

Subdivision 1. Use of Facility: The City shall allow all students of the School equal access to this facility without discrimination based upon their place of residence.

Subdivision 2. Cost-Sharing: The School shall maintain and operate this facility, excluding mowing which shall be done by the City, during the MSHSL sport season for baseball. The City shall maintain and operate the facility for the remainder of the calendar year. The provisions contained in Article V of this Agreement are applicable to this facility.

Subdivision 3. Bathroom Facilities: The City shall provide bathroom facilities at this facility, at no cost to the School, in the form of either portable toilets, or the use of the City/School funded restrooms located in the C.A.I.A arena located adjacent to the site.

Section 9. Softball/Baseball Complex: The School owns this facility, which consists of nine (9) softball/baseball diamonds located in the City of Roseau.

Subdivision 1. Use of Facility: The School shall allow all residents, including those residing in the City, equal access to this facility without discrimination based upon the place of residence.

Subdivision 2. Cost-Sharing: The School shall maintain and operate this facility during the MSHSL sports seasons for girls softball and boys baseball. The City shall maintain and operate the facility, excluding mowing which shall be done by the School, for its Parks & Recreation programs in the off-season, as applicable. The City maintains the right to charge participation fees for programs conducted at this facility. The provisions contained in Article V of this Agreement are applicable to this facility.

Subdivision 3. Bathroom Facilities: The School shall provide use of the existing on-site City/School funded restroom facilities at no cost to the City for summer recreational programs.

Article V – Cost-Sharing for Facilities

Section 1. Definitions: This section clarifies what expenses are eligible for determining cost-sharing amounts for any eligible facilities identified in this Agreement. Terms used in this Agreement are defined as follows:

Subdivision 1. Eligible Facility: As specified Article IV, Sections 1, 6, 8, and 9 of this Agreement.

Subdivision 2. Cost-Sharing Allocation: Unless stated otherwise, cost-sharing for an eligible facility shall be on a 50%-50% basis.

Subdivision 3. Normal Capital Outlay: Capital outlay expenditures for the improvement of an eligible facility and/or the equipment necessary for the operation of that facility that are less than \$20,000, and are approved by the SCAC. These expenditures do not require approval from the governing bodies of the School and the City.

Note: This stipulation shall not be circumvented by the SCAC by dividing a facility improvement project and/or equipment acquisition into smaller project segments in order to meet the provisions of this subdivision.

Subdivision 4. Large Capital Outlay: A capital outlay expenditure for an eligible facility greater than \$20,000. These expenditures must be approved by the governing bodies of both the School and the City in order to be eligible for cost-sharing.

Note: Capital outlay expenditures not approved as specified in Subdivisions 3 or 4 (above), as applicable, shall be the sole responsibility of the party owning the facility.

Subdivision 5. Cost-Sharing Invoice: A request from one party of this Agreement to the other party to cost-share an eligible expenditure. The invoice must contain the appropriate documentation.

Subdivision 6. Fiscal Year: July 1st through June 30th of the next calendar year. All cost-sharing invoices shall be based upon this schedule.

Subdivision 7. Insurance: All applicable insurance pertaining to the facilities listed in Article II of this Agreement. Insurance costs shall be the sole responsibility of the owner of the particular facility.

Article VI – Duration Clause

Section 1. Length of the Agreement: This Agreement shall be effective from July 1, 2015, through June 30, 2018.

Section 2. Failure to Renew: This Agreement will become null and void in the event that the School and the City are unable to reach an understanding on the terms and conditions of a new Agreement by June 30, 2018.

Article VII – Agreement Ratification

IN WITNESS THEREOF, the parties hereby sign this Cooperative Agreement and verify that it has been approved by the governing body they represent.

City of Roseau

Independent School District No. 682

Mayor

School Board Chair

- 28. March 2015 Liquor Store Revenue & Expenditures
- 29. December 31, 2014 Preliminary Fund Balances from the auditors
- 30. March 2015 City Revenue & Expenditures

Delegations-

Border State Bank – Lucky Border Stars Relay for Life team’s request for a “Stomp Out Cancer” 5k/walk-run to be held May 16th, 2015. Natalie Anderson was not present. After discussion Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to approve the Lucky Border Stars Relay for Life team’s request for a “Stomp Out Cancer” 5k/walk-run to be held May 16th, 2015, as long as the route was approved by Police Chief Ward Anderson as the diversion project will disrupt the previous park route.

Bill and Sara O’Connell requested an Addendum to the Bergland Enterprises Developer Agreement. They requested the \$8,000.00 per lot hook-up fees for 10 lots be deferred until the housing is developed, then assessed to the new owner. Any hook-up fees may be placed on the tax rolls by the end purchaser, similar to assessments, for a period of 10 years at 4% interest. The lots are in the Oak Crest West subdivision Block 7, Lots 1-8 & 14 and Block 5, Lot 5.

After discussion Council member Amy Bassingthwaite motioned, Council member Pat Novacek seconded to approve Bill and Sara O’Connell’s requested Addendum to the Bergland Enterprises Developer Agreement. Upon a vote being taken the following voted in favor thereof: Bassingthwaite and Pelowski

and the following voted against the same: Novacek

and the following abstained: None

and the following were absent: Ireland
Ross

Whereupon, said motion was declared duly passed and adopted.

Committee Reports

Roseau Promotions –

Lyle Grindy of the Civic and Commerce informed Council on the following items:

The Civic and Commerce has sixteen new members for 2015; The C&C will not be hosting a Circus this year as it is not traveling this far north; The C&C will continue sponsoring the Farmers Market and are already receiving calls from participants to sign up for the season.

Mr.Grindy will be attending an application workshop for the Convention and Visitors Bureau. The workshop has to do with the proposed walk and bike trail between Roseau and Warroad. The trail would run along the existing 20 mile snowmobile trail. Myles Hogenson, representing the Trailblazers, will also be attending the meeting.

Mr. Grindy is a member of The Greater Minnesota Regional Parks and Trail Commission District 2. This Commission is requesting monies from the Legacy Fund for this proposed walk and bike trail.

Planning Commission-

The Planning Commission met on March 30th, 2015.

Community Development Coordinator Todd Peterson provided information on a recommendation made at that meeting:

The Planning Commission recommended setting a public hearing on the Variance Application #2-15 for Burt Bassett, requesting to construct a new garage to replace an existing garage. The new garage will be located in roughly the same place as the existing garage and require two setback variances, (corner side of 7’ in lieu of the 20’ required and side of 3’ in lieu of 10’ required) and coverage variance of 42.7% in lieu of 35%. This is the same variance that was requested and approved in 2010 by the City. The variance was not acted upon within one year of its approval and has lapsed requiring a new variance approval.

After discussion Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to hold a Public Hearing for Variance Application #2-15 on April 27, 2015 at 12:30 pm at the City Council Chambers.

CDC Todd Peterson informed council that Johmar Bernat can no longer serve on the Planning Commission. CDC Peterson informed council that Eric Vasko would be willing to serve.

After discussion. Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to appoint Eric Vasko to the Planning Commission.

Roseau County Commissioner – No new business.

Operation Committee – No new business.

Oak Crest Golf Course –No new business.

Airport Committee –

CDC Todd Peterson informed council that the Airport Committee had not met, but Tom Spindler and Bruce Stone had contacted him and were willing to serve on its committee.

After discussion Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to appoint Tom Spindler and Bruce Stone to the Airport Committee.

CDC Todd Peterson informed council KLJ is working on getting the Airport Master plan ready to submit to the State and FAA for funding. A requirement is all planning and survey records have to be digital. The city only has hard copy and as a result must hire a contractor to do this work.

CDC Todd Peterson has 5 proposals from consultants willing to do the digital work. CDC Peterson stated he would need three members to review the 5 proposals and recommend a consultant. CDC Peterson would be one of the members. Council member Pat Novacek and Council member Amy Bassingthwaite agreed to help with the review process.

After discussion Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to approve Pat Novacek, Amy Bassingthwaite, and Todd Peterson to the committee and give authority to them to select a consultant.

The airport does not have enough FAA funding to complete the Master Plan engineering and is looking to trade with another city. CDC Peterson is working on a potential trade with the Tower airport.

After Discussion Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to authorize CDC Todd Peterson to accept the \$150,000 Entitlement grant should he find a city that has extra funding and is willing to trade.

Beautification Committee – no new business

EDA –

The EDA met on March 25th, 2015.

CDC Todd Peterson informed council the EDA approved the sale of the Far North Transit building. The paperwork will go to the Committee on the Aging.

Other general business discussion included the Cobblestone Hotel and its search for investors.

Department Reports

Liquor Store-

Liquor Store Manager Linda Roseborough informed council the Liquor Store expansion project will be put on hold for a year until the new FEMA Flood plain maps are done. The Liquor store is 1.5 feet below

flood plain and berms costing approximately \$50,000 would be a requirement around the building at this point.

After discussion, it was council consensus to put the expansion of the Roseau Municipal Liquor Store on hold until the new FEMA flood plain maps are in place.

Fire Department-

Fire Chief Jeff Ballard will meet with the architect to review the Fire Department expansion plan. The expansion for the Fire Department will also be on hold until the new FEMA flood plan map is approved. The Fire Department is 1 foot below the flood plain.

After discussion, it was council consensus to put the expansion of the Roseau Fire Department on hold until the new FEMA flood plain maps are in place.

Police Department –

Police Chief Ward Anderson informed council the Northland Gun Range is looking for a radar unit to measure the speed of the clay pigeons for the school's trap club. The Roseau Police Department has a Radar unit that is 20 years old and no longer in use.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to sell the 20 year old Radar unit to the Northland Gun Range for one dollar.

Police Chief Ward Anderson informed council two of the part time police officers are being considered for full time employment elsewhere.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to authorize Police Chief Ward Anderson to begin the hiring process for part time officers.

Superintendent-

Superintendent David Drown informed council on the upcoming street projects and will have more information on the cost next week.

Superintendent Drown will be going to the Wellhead Protection Plan meeting on April 22nd, 2015 to learn more about the City of Roseau's obligations and requirements concerning the Wellhead Protection Plan requirements.

City Attorney- no new business

Community Development Coordinator-

CDC Todd Peterson informed council the east portion of the restriction structure is almost complete but there is more to do on the west side. The Bridge portion should be done by the end of April. The levee portions in the park and golf course should be done in May. Most of the major work should be done by the end of June. The finishing work should be done by September.

CDC Todd Peterson informed council the city has been receiving complaints of ATVs riding on private property along the sides of the diversion because there is water in the bottom of the diversion channel crossing area. CDC Peterson contacted the Trail Blazers. The U.S. Army Corps is proposing a fabric and rock section through the diversion channel to connect the two trail ends that stop at the diversion channel. Signage will need to be in place to keep riders on the trail and off of private property.

CDC Todd Peterson informed council about Housing and TIF legislation currently before the Legislature.

Mayor Council

Council member Curt Ireland had submitted his resignation March 23, 2015 effective immediately.

RESOLUTION 18-15
RESIGNATION OF COUNCILMEMBER CURT IRELAND

At the regular meeting of the City Council of the City of Roseau, Minnesota, held on Monday, April 6, 2015, at 5:00 p.m., a Motion was made by Council member Amy Bassingthwaite for passage of the following Resolution:

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

WHEREAS, the City of Roseau received correspondence from Council member Curt Ireland dated March 23, 2015, notifying the City of his resignation effective immediately; and

WHEREAS, the City of Roseau acknowledged receipt of the resignation letter and accepted the resignation of Curt Ireland; and

WHEREAS, the City Council, following acceptance of Curt Ireland's resignation determined that a vacancy existed and so declared a vacancy on the Roseau City Council; and

WHEREAS, the matter was fully discussed by the City Council of the City of Roseau, Minnesota.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Roseau, Minnesota, has acknowledged receipt of a resignation notice dated March 23, 2015, by Council member Curt Ireland and the City Council has so accepted the resignation of Curt Ireland. The City Council hereby declares a vacancy on the Roseau City Council exists and pursuant to Minnesota Statute §412.02 Subd. 2a, said vacancy shall be filled by Council appointment until a special election can be held for the position.

The City of Roseau shall advertise for the position of interim City Council member. Following review of any and all applications and/or information from interested persons, the City Council shall fill the vacancy by Council appointment and a special election shall be held at or before the next regular City election. The person so elected at said special election shall serve the remainder of Curt Ireland's unexpired term.

The motion for adoption of the foregoing Resolution was duly seconded by Council member Patrick Novacek and upon a vote being taken thereon, the following voted in favor thereof:

Mayor Pelowski, Council Member Patrick Novacek and Amy Bassingthwaite.

And the following voted against the same: NONE

And the following abstained: NONE

And the following were absent: Council Member Don Ross

Whereupon said motion was declared duly passed and adopted.

Jeff Pelowski, Mayor

ATTEST:

Elizabeth Hellquist, Clerk-Treasurer

City Attorney recommended Council appoint someone as quickly as possible. The appointee may fill in until a special election is held November 2016 when an official will be elected to carry out the remainder of the 2 year term. The application should inquire as to how long a member of the city, and a narrative on why the individual is interested in serving on the council.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to follow the City's hiring policy and begin taking applications for the vacant city council position.

CDC Todd Peterson informed council the Department of Employment and Economic Development Lease No 12101 is not ready. St Paul was not happy with proposed changes the City of Roseau made. The City is offering the space to be helpful and will not expend city money or be subject to DEED rules in our own office.

Unfinished Business- No unfinished business

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

ATTEST:

Clerk-Treasurer

Mayor