

REGULAR ROSEAU CITY COUNCIL MEETING DRAFT

MONDAY – August 2, 2021

Special meeting for Public hearing at 4:55 P.M.

Regular meeting at 5:00 P.M.

In person meeting

121 Center Street East Suite 201

Roseau, MN 56751

At 4:55 PM the Special meeting for Public Hearing on a Redevelopment Plan for Redevelopment Project No. 1 for the Northwest Minnesota Multi-County Housing and Redevelopment Authority (HRA) was held at the above date and place.

Council member Jane Evans motioned, seconded by Council member Pat Novacek, and it was carried by unanimous vote to open the special meeting for public hearing.

Members present were, Mayor Dan Fabian, Councilmembers: Pat Novacek, Amy Bassingthwaite, Brady Johnson, and Jane Evans. Absent: none. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, Police Chief Ward Anderson, Parks and Rec Director Keith Severson, Liquor Store Manager Niki Johnson, City Attorney Michelle Moren, Clerk-Treasurer Beth Carlson, County Commissioner Jack Swanson, NWRL Director Jim Trojanowski, Bruce Stone, Kyle Horntvedt and Sinnamon Krings of the C&C.

Mayor Dan Fabian called the special meeting for public hearing to order and the Pledge of Allegiance was said.

Community Development Coordinator Todd Peterson provided the following summary.

The purpose of this hearing is to consider the approval of a Redevelopment Plan for Redevelopment Project No. 1 for the Northwest Minnesota Multi-County Housing and Redevelopment Authority (“HRA”). The boundaries of Redevelopment Project No.1 encompass the entire geographic boundaries of the City of Roseau. The purpose of this proposed action is to facilitate the redevelopment within the City of Roseau in cooperation with the HRA, in order to eliminate and prevent blighting factors on such property and encourage the development of a multifamily housing development within the City of Roseau in cooperation with the Economic Development Authority in and for the City of Roseau.

The Northwest Multi-County HRA has offered a gap financing loan to the Roseau EDA for the Eleven01 Apartment project. However, in order for the HRA to be able to assist the project, there needs to be a redevelopment plan for the City of Roseau that outlines the public purpose and need. The HRA, in conjunction with the Roseau EDA, has developed the Redevelopment Plan for Redevelopment Project Number 1.

Notice of this meeting and public hearing were published in the newspaper. There were no comments written or oral received by the City during or in advance of the meeting.

CDC Peterson informed council that the Planning Commission has approved Resolution 1-21 Finding Redevelopment Plan for Redevelopment Project No. 1 Consistent with the General Plan

for the Development of the City of Roseau. The HRA has also met and approved the gap funding loan contingent upon the City approving to accept it.

Council member Pat Novacek motioned, seconded by council member Brady Johnson, and it was carried by unanimous vote to close the public hearing.

After discussion, Council member Jane Evans motioned, seconded by Amy Bassingthwaite, and it was carried by unanimous vote to approve Resolution No. 38-21. A Resolution Approving Redevelopment Plan for Redevelopment Project No. 1 Proposed by the Northwest Minnesota Multi-County Housing and Redevelopment Authority.

CITY OF ROSEAU, MINNESOTA

RESOLUTION NO. 38-21

RESOLUTION APPROVING REDEVELOPMENT PLAN FOR REDEVELOPMENT PROJECT NO. 1 PROPOSED BY THE NORTHWEST MINNESOTA MULTI-COUNTY HOUSING AND REDEVELOPMENT AUTHORITY

Whereas, the Northwest Minnesota Multi-County Housing and Redevelopment Authority (the "HRA") operating within the counties of Kittson, Polk, Marshall, Pennington, Red Lake and Roseau, has proposed the creation of a Redevelopment Plan ("Plan") in connection with its Redevelopment Project No. 1 (the "Project"), pursuant to Minnesota Statutes, Sections 469.001 to 469.047, as amended (the "HRA Act"), coterminous with the boundaries of the City of Roseau, Minnesota (the "City"); and

WHEREAS, the City Council of the City (the "Council") has the statutory responsibility under Minnesota Statutes, Section 469.028, to approve redevelopment plans and projects of the HRA located within the City after a public hearing thereon; and

WHEREAS, the City Planning Commission has adopted a resolution constituting its written comment finding that the Plan is consistent with the City's comprehensive plan; and

WHEREAS, the HRA has approved the Plan and requested that the City hold a public hearing regarding the Plan duly noticed in accordance with the HRA Act; and

WHEREAS, the Council has on this date held a public hearing regarding the Plan at which all interested persons were given an opportunity to be heard; and

WHEREAS, the Economic Development Authority in and for the City of Roseau, Minnesota (the "EDA") has requested that the HRA provide assistance in the form of a loan for the EDA's construction of a workforce housing development in the City to be known as Eleven01 Apartments (the "Minimum Improvements"); and

WHEREAS, under Section 469.005, subdivision 1 of the HRA Act, the HRA may not undertake any project within the boundaries of the City unless a resolution has been adopted by the Council; and

WHEREAS, the Council has determined that, in order to facilitate the Minimum Improvements, it is in the City's interest to make the declaration required in order to permit the HRA to provide additional assistance for the development.

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

1. The Council hereby finds that: (a) the land within the Project area would not be available for redevelopment described in the Plan without the financial assistance to be sought under the Plan; (b) the Plan will afford maximum opportunity, consistent with the needs of the City as a whole, for the redevelopment of the Project area by private parties; and (c) the Plan conforms to the general plan for the development of the City as a whole.

2. The Council further finds that:

(a) the Project and Redevelopment Plan are necessary to prevent the emergence of blight and deterioration pursuant to Minnesota Statutes, Section 469.002, subd. 14 and the workforce housing development being financed by the Redevelopment Plan within the Project will be constructed on an area that is underused or inappropriately used, within the meaning of Minnesota Statutes, Section 469.028, subd. 4; and

(b) the promotion of development and redevelopment in the Project and related activities to redevelop the Project all in accordance with the Redevelopment Plan, constitute a "redevelopment project" within the meaning of Minnesota Statutes, Sections 469.002, subd. 14 and 469.028; and

(c) the Council made the above findings stated in this section based on the supporting facts and additional findings described in the Redevelopment Plan, which is incorporated herein in its entirety.

3. The Plan is hereby approved and adopted.

4. The Council declares that it is necessary for the HRA to exercise its powers in the City in the context of the Redevelopment Plan to provide assistance to the Minimum Improvements.

5. City staff and consultants are authorized to take all actions necessary to implement the Plan and provide assistance to the Minimum Improvements in accordance therewith in cooperation with the HRA.

Approved by the City Council of the City of Roseau, Minnesota this 2nd day of August, 2021.

Mayor

ATTEST:

City Clerk-Treasurer

Council member Amy Bassingthwaite motioned, Council member Brady Johnson seconded, and it was carried by unanimous vote to adjourn the Special meeting.

The Regular monthly meeting of the Roseau City Council was held on the above date, time, and place.

Mayor Dan Fabian called the regular city council meeting to order.

Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to approve the July 12, 2021, regular meeting minutes as written.

Council member Brady Johnson motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to approve the following Consent Agenda as written.

1. Presentation of Accounts Payable claims July 1, 2021 through July 31, 2021 Batch AP073121.
CK# 70570-70617 = \$76,806.85
2. Presentation of daily checks July 1, 2021 through July 31, 2021
CK# 70447-70569 = \$270,567.50
E# 2480-2520 = \$387,885.93
PR 07/15/21 = \$50,819.46
PR 07/26/21 = \$1,443.34 Comp Payout
PR 07/31/21= \$53,967.47
3. Presentation of Receipt entries June 1, 2021 through June 30, 2021.
4. Presentation of Journal entries JE053121.
5. Audit Committee review of May 2021 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. September 13, 2021 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center-
 - a. Sept. 25, 2021 – Fast Wedding
 - b. Sept. 25, 2021 – Halstengard Wedding (arena)
 - c. Dec. 9, 2021 – Minnesota Canola Council
8. Investment–Roseau EDA Hi Fi as of 07/27/2021 is \$227,818.02.

9. Cash in bank-Regular checking as of 07/27/2021 is \$2,737,163.96.
10. Investment-Regular Hi Fi as of 07/27/2021 is \$1,564,179.08.
11. Investment Certificate of Deposit as of 07/27/2021 is \$823,713.91
12. Investment Certificate of Deposit as of 07/27/2021 is \$819,388.88.
13. Investment Certificate of Deposit as of 07/27/2021 is \$819,275.71.
14. Investment Certificate of Deposit as of 07/27/2021 is \$812,763.65.
15. Investment-Roseau EDA Money Market as of 07/27/2021 is \$233,417.95.
16. Cash in bank-Roseau EDA as of 07/27/2021 is \$140.59.
- 17.

RESOLUTION NO. 35-21
RESOLUTION ACCEPTING DONATION

WHEREAS, the following have presented to the City of Roseau, donations, and have designated that these donations be deposited in the City of Roseau Riverview Park Gazebo Concert Fund. Northwest Regional Library \$3,000.00;
General Public \$33.00

WHEREAS, the City Council is appreciative of the donations and commends them for their civic efforts,

NOW, THEREFORE BE IT RESOLVED, BY THE City Council of the City of Roseau, Minnesota;

1. That the donations are accepted and acknowledged with gratitude, and
2. That the donations will be allocated to the Riverview Park Gazebo Concerts.

Adopted by the City Council of the City of Roseau, Minnesota this 2nd day of August, 2021.

By: _____
Mayor

Attest: _____
Clerk/Treasurer
18.

RESOLUTION NO. 36-21
RESOLUTION ACCEPTING DONATION

WHEREAS, the following have presented to the City of Roseau, donations, and have designated that these donations be deposited in the City of Roseau Eleven01 Apartment Project. Polaris Industries \$100,000.00;
LifeCare Medical Center \$5,000.00;
Karl Manufacturing \$5,000.00

WHEREAS, the City Council is appreciative of the donations and commends them for their civic efforts,

NOW, THEREFORE BE IT RESOLVED, BY THE City Council of the City of Roseau, Minnesota;

1. That the donations are accepted and acknowledged with gratitude, and
2. That the donations will be allocated to the Eleven01 Apartment Project.

Adopted by the City Council of the City of Roseau, Minnesota this 2nd day of August, 2021.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

19.

RESOLUTION NO. 37-21
RESOLUTION ACCEPTING DONATION

WHEREAS, the following have presented to the City of Roseau, donations, and have designated that these donations be deposited in the City of Roseau for the Roseau Youth Soccer. North Country Inn & Suites \$100.00

WHEREAS, the City Council is appreciative of the donations and commends them for their civic efforts,

NOW, THEREFORE BE IT RESOLVED, BY THE City Council of the City of Roseau, Minnesota;

- 3. That the donations are accepted and acknowledged with gratitude, and
- 4. That the donations will be allocated to the Roseau Youth Soccer.

Adopted by the City Council of the City of Roseau, Minnesota this 2nd day of August, 2021.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

- 20. July 2021 City Revenues & Expenses
- 21. Liquor Store Financials

Delegations/Petitions/Complaints

Northwest Regional Library Director Jim Trojanowski presented to council the NWRL Cities and Counties Budget 2019-2021, 2022 projections. NWRL is asking for a 1% increase from the City of Roseau. This is a \$559 increase over last year. The City of Roseau’s allocation is 4% of the total NWRL budget. The Roseau Library has 15% of the NWRL circulation. The Roseau Library’s weekly open hours are 15% of the total NWRL weekly open hours, and the Roseau Library’s weekly staff hours are 12% of the total NWRL weekly staff hours. The State does not give NWRL their numbers until mid-September. NWRL is asking for a more stable formula from the State, based on the former year for better planning. NWRL needs to bring in more revenue or reduce expenses.

Mayor Fabian inquired about the different funding that is available to the NWRL. Director Trojanowski informed council that NWRL receives money from three state programs and described what expenses the different funding may be used for, such as servers, computers,

equipment for remote meetings, devices for internet connection and the library has also purchased hot spots for school students.

The budget for the Northwest Regional Library will be discussed when the City of Roseau meets to discuss its final budget.

Kyle Horntvedt, President of the Roseau Civic and Commerce requested “the City of Roseau to increase the level of pay for the Promotions Director position to the level as budgeted for 2021, maintain the level of pay for the promotions Director position for the 2022 budget and beyond, and remove the requirement for the Promotions Director position to manage the scheduling of the City Center to receive these funds.” The current annual funding available to the Promotions Director is \$24,600 per year (\$7,200 C&C, \$7,200 CVB, \$5,000 EDA and \$5,200 City.) This funding helps enable the Promotions Director to dedicate 20 hours/week towards the promotion of Roseau at a pay rate of up to \$24,600 per year on a contract basis.

CDC Peterson stated that Donna Bazey at the Police Department is currently doing the scheduling of the City Center rooms and it seems to be going good so far but as things return to normal after COVID the City Center bookings will increase.

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to reinstate, as of today, the City’s payment to the C&C for Promotions Director, and to remove the requirement for the Promotions Director position to manage the scheduling of the City Center.

Kyle Horntvedt then introduced Sinnamon Krings as the Promotions Director for Roseau.

Promotions Director Krings, on behalf of the retail merchants on Main, the Roseau C&C, brought to council a proposal of Christmas décor on Main Street for the 2021 holiday season. Promotions Director Krings would like the lights to be up before Christmas and into February.

The 2021 proposal would be to purchase 14 - 3x3’ snowflake lights for poles and a 50-foot lighted skyline swag running across Main Street. These would be LED for efficiency. They include the mounting brackets, but the shipping will be extra. The quote from Temple Display, LTD is for \$9,931.30 and is good until the end of the month. Promotions Director Krings stated that the C&C would put \$2,500 toward the lights and asked the city to consider contributing \$7,500.

City Superintendent Drown had the following concerns; First, the light poles are not strong enough to handle the swag. The swag cable would have to be attached to something strong such as a building on each side of the street. Second, the light poles on Main Street may not be tall enough to hang 3 ft decorations without them getting hit by trucks. 2 ft decorations may give the clearance needed for trucks.

Council member Bassingthwaite noted that the cost has increased 25% from the proposal former Promotions Director Mary Hoffer had presented, so the cost to the City would be approximately the same as the first proposal, even with the C&C contributing \$2,500. The \$7,500 cost to the City is also not in the 2021 budget.

Mayor Fabian would like to see Main Street lit up and promoted and would be willing to personally donate towards the City's share. Mayor Fabian stated that there may be others in the community that may be willing to help defray the cost.

After further discussion, Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to appoint Council member Amy Bassingthwaite, Council member Brady Johnson and City Superintendent Drown to a committee to determine the feasibility of the Christmas décor on Main proposal, and contingent upon the committee's recommendation, approve up to \$10,000 on a 25/75 cost share with the C&C, with a maximum of \$7,500 from the City.

Committee Reports

Planning Commission –

CDC Peterson informed council that the Planning Commission met Monday, July 26, 2021, at 12pm. The following items were discussed.

- The Planning Commission adopted Resolution No. 1-21 Finding Redevelopment Plan for Redevelopment Project No. 1 Consistent with the General Plan for Development of the City of Roseau.
- Police Officer Zack Manka has sent out letters to those who have violations listed on the cleanup report.

Council member Jane Evans asked about the weeds on the railroad property. CDC Peterson stated that the old foundation on the railroad property has been discussed as well. CDC Peterson will send out initial contact letters to the railroad and the Police Department will step in if there was no compliance.

Roseau County Commissioner

County Commissioner Jack Swanson informed council on the following items:

- Construction on the two County buildings has stopped, as the state is about 12 weeks behind issuing plumbing permits.
- Springsteel is meeting with the DNR to open an existing beach on Springsteel Island. The DNR is in favor of allowing a board walk to be built across property owned by the DNR to access it.
- The County has been sending County Law Enforcement officers to help Pennington County with protestors to the Enbridge Energy pipeline. Roseau County Emergency managers Sue and Dan are helping as well. Mayor Fabian stated that Enbridge Energy has an account to help reimburse the cost.

Operations Committee

The Operation Committee did not meet.

Oakcrest Golf Course

Council member Brady Johnson and Council member Amy Bassingthwaite met with the Oak Crest Golf Board last week. The memberships are on pace to beat last years all-time high. The

first half of the City's contribution was spent on equipment and bunkers. The board will be meeting to discuss expenditures for the 2nd half of the City's contribution.

Airport Committee

CDC Peterson informed council that the Airport Committee met to review the Roseau Municipal Airport A/E Selection Ranking. Every 5 years the Airport Committee must conduct a consultant selection. The Roseau Airport committee is doing it at 4 years as KLJ had tremendous turnover in engineers leaving them short staffed. The Roseau Airport committee was unanimous in its recommendation of TKDA which partners with Houston Engineering. (The selection ranking was provided to council.)

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to award TKDA/Houston Engineering the A/E contract for the next 5 years.

EDA

CDC Peterson informed council the EDA met on July 14 to approve two loan requests.

Department Reports

Liquor Store

Liquor Store Manager Niki Johnson informed council that June was a very strong sales month and looks for the sales growth to continue. June expenses were up, getting ready for the 4th of July. CDC Peterson stated that there was a large severance pay out that contributed to the June expenses as well.

Manager Johnson informed council that there is some dated inventory that she will be discounting for Crazy Days.

Manager Johnson stated that the liquor store is now fully staffed, and an assistant manager has been hired.

Fire Department

Fire Chief Craig McMillin was absent. CDC Peterson informed council that the Fire Departments BBQ & Ball will be held on September 18.

Police Department

Police Chief Ward Anderson informed council that Sargent Klein has found a cheaper version of the body camera redaction software costing approximately \$30 per month, instead of the \$7,500 purchase that was previously discussed.

Council member Pat Novacek thanked the Roseau Police Department for the great job they do out at the Fairgrounds, it is greatly appreciated.

Superintendent

City Superintendent David Drown had no new business.

Council member Pat Novacek thanked the City Crew for the work they do getting the fairgrounds ready for the fair.

Council member Novacek also thanked the Fire Department.

Parks and Rec Director

Parks and Rec Director Keith Severson had to leave early for another meeting but had provided to Council the following Monthly Summary Department Report for July.

- Memorial Arena –
 - The roof leak and compressor fix is scheduled.
 - All the locks will be updated early August.
- City Park/Parks/Trails –
 - There have been over 225 reservations made through CAMSPOT and \$21,000 in revenues so far.
 - The new dock is on schedule to finish within a week.
- Summer Camp –
 - There are over 53 kids enrolled and the cash flows remain positive.
- Administration –
 - City ball is concluded, and a feedback session is planned for August.
 - Four Adult softball teams play games every Monday.
 - Tennis meetup planned for August 9th
 - Soccer Registration is open and starts August 10th
 - Two movies in the park were held-there was thirty people at the first movie and over fifty people at the second.
 - The City Park office is being painted.
 - Met with Memorial board to discuss budget and plans
 - The Parks Board met and discussed the 2022 and expanding the board with new members.
 - A new logo has been created along with sub logo's to build unified branding.
- Planned Activities
 - Roseau Summer Days Event
 - Hosting a park feedback session through in person and online surveys.
 - Improve city wide relationship and formalize scope of every group that works with the City.

CDC Peterson stated, in addition to the summary report Director Severson wanted to remind everyone of Thursday's event for the Former Mayor and to inform council that there are 82 kids signed up for soccer; and the program revenues are looking good.

City Attorney

City Attorney Michelle Moren presented to council the following:

- Resolution #39-21 Resolution Rescinding Resolution #16-20 Which Declared a Local Emergency. At the regular City Council meeting held on July 12, 2021, the City Council, by unanimous vote, declared that the Local Emergency Declaration as set forth in Resolution #16-20, would be rescinded effective as of August 2, 2021.

Council member Brady Johnson motioned, Council member Amy Bassingthwaite seconded, and it was approved by unanimous vote to adopt Resolution #39-21.

RESOLUTION #39-21

RESOLUTION RESCINDING RESOLUTION #16-20 WHICH DECLARED A LOCAL EMERGENCY.

WHEREAS, on March 13, 2020, President Donald Trump declared that the COVID-19 outbreak in the United States constituted a National Emergency; and

WHEREAS, on March 13, 2020, Governor Tim Walz declared a Peacetime State of Emergency and authorized the use of any and all necessary resources to support the COVID-19 Pandemic response; and

WHEREAS, on March 16, 2020, The City Council of the City of Roseau by means of Resolution #16-20, Proclaimed and Declared a State of Emergency to authorize, among other things, the coordination of community containment and mitigation strategies; and

WHEREAS, pursuant to said Resolution #16-20, the Roseau City Council extended the State of Emergency until such time that a declaration or resolution is given by the City of Roseau terminating said emergency declaration; and

WHEREAS, Governor Walz extended the peacetime emergencies by means of various Executive Orders; and

WHEREAS, on July 1, 2021, the State of Minnesota's Peacetime State of Emergency ended; and

WHEREAS, following the termination of Minnesota's Peacetime State of Emergency, and based upon guidance from public health experts, the City of Roseau has transitioned to more normal operations.

WHEREAS, at the regular City Council meeting held on July 12, 2021, the City Council, by unanimous vote, declared that the Local Emergency Declaration as set forth in Resolution #16-20, would be rescinded effective as of August 2, 2021.

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

1. "Resolution #16-20 Declaring a Local Emergency" is hereby rescinded effective August 2, 2021; and
2. The Mayor and City Council hereby orders that this declaration be given prompt and general publicity and that it be filed promptly by the City Clerk-Treasurer.

The motion for the adoption of the foregoing resolution was made by council member Brady Johnson, seconded by council member Amy Bassingthwaite, and upon vote being taken, the following voted in favor thereof:

And the following voted against the same:

None

Dated this 2nd day of August, 2021.

Elizabeth Carlson, Clerk-Treasurer

Dan Fabian, Mayor

- The Purchase Agreement with Ryan Muirhead for Lot Three (3) of Block One (1) in the Roseau Industrial Park for the sum of \$20,320.00.

After discussion Council member Amy Bassingthwaite motioned, Council member Jane Evans seconded, and it carried by unanimous vote to approve the purchase agreement with Ryan Muirhead for Lot Three (3) of Block One (1) in the Roseau Industrial Park for the sum of \$20,320.00.

RESOLUTION 41-21
EXTRACT OF CITY COUNCIL MINUTES OF THE REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF ROSEAU HELD ON MONDAY, August
2, 2021 AT 5:00PM

Councilperson Amy Bassingthwaite made a motion to adopt the following resolution:

WHEREAS, the City of Roseau, is the owner of the following described real estate; and

WHEREAS, the following described real estate consists of a bare lot only, and;
WHEREAS, Ryan Murihead, has indicated his desire to purchase the following described real estate; and

WHEREAS, it is deemed to be in the best interest of the City of Roseau that said real estate be sold to Ryan Muirhead, for the sum of Twenty Thousand Three Hundred Twenty and no/100 (\$20,320.00) Dollars. Said real estate is described as follows:

Legal Description:

Lot Three (3) of Block One (1), in Roseau Industrial Park, according to the recorded Plat thereof on file and of record in the office of the County Recorder in and for Roseau County, Minnesota. Subject to easements, reservations and restrictions of record.

NOW THEREFORE BE IT RESOLVED, that the City of Roseau, accepts the offer of Ryan Murihead, to purchase the above described real estate for said sum of Twenty Thousand Three Hundred Twenty and no/100 (\$20,320.00) Dollars, and that the Mayor and the City Clerk/Treasurer of the City of Roseau, are hereby authorized and directed to execute a deed of conveyance running from the City of Roseau, a municipal corporation, under the laws of the State of Minnesota, as Grantor, to Ryan Murihead, as Grantee, conveying the above described real estate, subject to a Right of First Refusal to Repurchase by the above described real estate, by the City of Roseau at a purchase price of \$20,320.00, in the event that the Buyer herein has not commenced development of said real property within a period of three (3) years from the closing date of this transaction, and;

The motion for adoption of the foregoing Resolution was duly seconded by Member Jane Evans and upon roll call vote being taken thereon, the following voted in favor thereof: Mayor Dan Fabian, Councilmembers: Pat Novacek, Amy Bassingthwaite, Brady Johnson, and Jane Evans.

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.

Dan Fabian, Mayor

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

- The Purchase Agreement with Scott Rhodes and Morgan Anderson for Lot Four (4) of Block Four (4) of Oak Crest Estates First Addition for the sum of 13,000.00

After discussion, Council member Amy Bassingthwaite motioned, Council member Jane Evans seconded, and it was carried by unanimous vote to approve the Purchase Agreement with Scott Rhodes and Morgan Anderson for Lot Four (4) of Block Four (4) of Oak Crest Estates First Addition for the sum of 13,000.00

RESOLUTION 42-21
EXTRACT OF CITY COUNCIL MINUTES OF THE REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF ROSEAU HELD ON MONDAY,
SEPTEMBER 13, 2021 AT 5:00PM

Councilperson Amy Bassingthwaite made a motion to adopt the following resolution:

WHEREAS, the City of Roseau, is the owner of the following described real estate; and

WHEREAS, the following described real estate consists of a bare lot only, and;

WHEREAS, Scott Rhodes and Morgan Anderson, have indicated their desire to purchase the following described real estate; and

WHEREAS, it is deemed to be in the best interest of the City of Roseau that said real estate be sold to Scott Rhodes and Morgan Anderson, for the sum of Thirteen Thousand and no/100 (\$13,000.00) Dollars. Said real estate is described as follows:

Legal Description:

Lot Four (4), Block Four (4) of Oak Crest Estates First Addition, according to the recorded Plat thereof on file and of record in the office of the County Recorder in and for Roseau County, Minnesota. Subject to easements, reservations and restrictions of record.

NOW THEREFORE BE IT RESOLVED, that the City of Roseau, accepts the offer of Scott Rhodes and Morgan Anderson, to purchase the above described real estate for said sum of Thirteen Thousand and no/100 (\$13,000.00) Dollars, and that the Mayor and the City Clerk/Treasurer of the City of Roseau, are hereby authorized and directed to execute a deed of conveyance running from the City of Roseau, a municipal corporation, under the laws of the State of Minnesota, as Grantor, to Scott Rhodes and Morgan Anderson, Grantees, as joint tenants, conveying the above described real estate, and;

The motion for adoption of the foregoing Resolution was duly seconded by Member Jane Evans and upon roll call vote being taken thereon, the following voted in favor thereof: Mayor Dan Fabian, Councilmembers: Pat Novacek, Amy Bassingthwaite, Brady Johnson, and Jane Evans.

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.

Dan Fabian, Mayor

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

- The Purchase Agreement with David Shaw for Lot One (1) of Block Three (3) in the Roseau Industrial Park for the sum of \$20,520.

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to accept the transfer from the EDA and approve the Purchase Agreement with David Shaw for Lot One (1) of Block Three (3) in the Roseau Industrial Park for the sum of \$20,520.

RESOLUTION 43-21
EXTRACT OF CITY COUNCIL MINUTES OF THE REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF ROSEAU HELD ON MONDAY, August
2, 2021 AT 5:00PM

Councilperson Jane Evans made a motion to adopt the following resolution:

WHEREAS, the City of Roseau, is the owner of the following described real estate; and

WHEREAS, the following described real estate consists of a bare lot only, and;

WHEREAS, David Shaw, has indicated his desire to purchase the following described real estate; and

WHEREAS, it is deemed to be in the best interest of the City of Roseau that said real estate be sold to David Shaw, for the sum of Twenty Thousand Five Hundred Twenty and no/100 (\$20,520.00) Dollars. Said real estate is described as follows:

Legal Description:

Lot One (1) of Block Three (3), in Roseau Industrial Park, according to the recorded Plat thereof on file and of record in the office of the County Recorder in and for Roseau County, Minnesota. Subject to easements, reservations and restrictions of record.

NOW THEREFORE BE IT RESOLVED, that the City of Roseau, accepts the offer of David Shaw, to purchase the above described real estate for said sum of Twenty Thousand Five Hundred Twenty and no/100 (\$20,520.00) Dollars, and that the Mayor and the City Clerk/Treasurer of the City of Roseau, are hereby authorized and directed to execute a deed of conveyance running from the City of Roseau, a municipal corporation, under the laws of the State of Minnesota, as Grantor, to David Shaw, as Grantee, conveying the above described real estate, subject to a Right of First Refusal to Repurchase by the above described real estate, by the City of Roseau at a purchase price of \$20,520.00, in the event that the Buyer herein has not commenced development of said real property within a period of three (3) years from the closing date of this transaction, and;

The motion for adoption of the foregoing Resolution was duly seconded by Member Pat Novacek and upon roll call vote being taken thereon, the following voted in favor thereof: Mayor Dan Fabian, Councilmembers: Pat Novacek, Amy Bassingthwaite, Brady Johnson, and Jane Evans.

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.

Dan Fabian, Mayor

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

- The Purchase Agreement with Brad Averill for the North Two Hundred Fifty feet of Lot One (1) of Block One (1) in the Roseau Industrial Park for \$14,824.00.

After discussion Council member Brady Johnson motioned, Council member Amy Bassingthwaite seconded, to accept the transfer from the EDA, waive the subdivision requirement, and approve the Purchase Agreement with Brad Averill for the North Two Hundred Fifty feet of Lot One (1) of Block One (1) in the Roseau Industrial Park for \$14,824.00.

RESOLUTION 44-21
EXTRACT OF CITY COUNCIL MINUTES OF THE REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF ROSEAU HELD ON MONDAY, August
2, 2021 AT 5:00PM

Councilperson Brady Johnson made a motion to adopt the following resolution:

WHEREAS, the City of Roseau, is the owner of the following described real estate; and

WHEREAS, the following described real estate consists of a bare lot only, and;

WHEREAS, Brad Averill, has indicated his desire to purchase the following described real estate; and

WHEREAS, it is deemed to be in the best interest of the City of Roseau that said real estate be sold to Brad Averill, for the sum of Fourteen Thousand Eight Hundred Twenty-four and no/100 (\$14,824.00) Dollars. Said real estate is described as follows:

Legal Description:

The North Two Hundred Fifty (250) feet of Lot One (1) of Block One (1), in Roseau Industrial Park, according to the recorded Plat thereof on file and of record in the office of the County Recorder in and for Roseau County, Minnesota. Subject to easements, reservations and restrictions of record.

NOW THEREFORE BE IT RESOLVED, that the City of Roseau, accepts the

offer of Brad Averill, to purchase the above described real estate for said sum of Fourteen Thousand Eight Hundred Twenty-four and no/100 (\$14,824.00) Dollars, and that the Mayor and the City Clerk/Treasurer of the City of Roseau, are hereby authorized and directed to execute a deed of conveyance running from the City of Roseau, a municipal corporation, under the laws of the State of Minnesota, as Grantor, to Brad Averill, as Grantee, conveying the above described real estate, subject to a Right of First Refusal to Repurchase by the above described real estate, by the City of Roseau at a purchase price of \$14,824.00, in the event that the Buyer herein has not commenced development of said real property within a period of three (3) years from the closing date of this transaction, and;

The motion for adoption of the foregoing Resolution was duly seconded by Member Amy Bassingthwaite and upon roll call vote being taken thereon, the following voted in favor thereof: Mayor Dan Fabian, Councilmembers: Pat Novacek, Amy Bassingthwaite, Brady Johnson, and Jane Evans.

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.

Dan Fabian, Mayor

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

- Purchase Agreement – The City of Roseau purchasing the property from William Lockner, Elizabeth Lockner and Brandon Lockner at 303 Center Street E for the sum of \$20,000. Closing will be on or before April 1, 2022.

After discussion Council member Amy Bassingthwaite motioned, Council member Brady Johnson seconded, and it was carried by unanimous vote to approve purchasing the property from William Lockner, Elizabeth Lockner and Brandon Lockner at 303 Center Street E for the sum of \$20,000. Closing will be on or before April 1, 2022.

Community Development Coordinator

- CDC Todd Peterson provided to council for approval of classification and sale of 2 parcels of tax forfeited land.

**RESOLUTION NO. 40-21
OF THE CITY OF ROSEAU REGARDING TAX FORFEITED LANDS**

At a meeting of the City Council of the City of Roseau, Minnesota, held on Monday, August 2, 2021, at 5:00 p.m., a Motion was made by Councilperson Pat Novacek 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 Roseau County Auditor Martha Monsrud enclosing a list of tax forfeited parcels for the year 2021 located in the City of Roseau, which parcels had been classified by the Roseau County Board as non-conservation land; and

WHEREAS, the Roseau County Board has requested that the City Council of the City of Roseau respond to the sale of said parcels in one of the following ways, to-wit: approval of a public sale, approval of a private sale to adjacent landowners, requests for conveyance to the municipality itself, or disapproval of any conveyances or sales to anyone; and

WHEREAS, Jack Swanson, Roseau County Board Member and Delegate, on behalf of Roseau County, tentatively offered a transfer of one of the County Tax Forfeited Parcels (Lots 1-4, Block 8, Sanders and Brandt Railway Addition) to the City of Roseau for nominal consideration; and

WHEREAS, this matter was fully discussed by the City Council of the City of Roseau;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA, that the City of Roseau hereby approves a private sale, with the addition of the original unpaid special assessments, of the property, more fully described as follows:

Parcel No.	Legal Description
54.0266514	W. 30 feet of E. 40 feet of Lot 3, Block 2 Sabourins 1 st Addition

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA, that the City of Roseau hereby requests a conveyance of the following described property to the City of Roseau and approves the proposed transfer to the City by the County of the property for nominal consideration with the understanding by the City of Roseau that the City will not be responsible for any delinquent taxes or other payments to the County of Roseau, or any other person or entity, and the only condition of the transfer of said real estate to the City of Roseau will be that the City shall be required to make the real property, described as follows, buildable:

Parcel No.	Legal Description
54.0116200	Lots 1-4, Block 8, Sanders and Brandts Railway Addition

This Motion for Resolution was seconded by Councilperson Jane Evans, and upon a vote being taken, the following voted in favor: Mayor Dan Fabian, Councilperson Brady Johnson and Councilperson Amy Bassingthwaite.

The following voted against the same: None.

The following abstained: None.

The following were absent: None.

Adopted by the Council this 2nd day of August, 2021.

EFFECTIVE DATE: August 2nd, 2021.

Mayor

ATTEST:

City Clerk-Treasurer

- CDC Peterson informed council that Contractor Keith Markstrom was researching costs on the City/School house build scheduled for work to begin this fall on a lot at Oak Crest West. Mr. Markstrom found that the cost of building materials is quite high. The floor plan is similar to the house the school built two years ago, which was 1784 sq ft with an attached garage. The last build cost approximately \$200,000 but the buyer took over before it was done so they could finish it as they wanted. Mr. Markstrom estimates the new house will cost approximately \$258,000 to build. This estimate does not include things like utility hookups, landscaping, or the driveway. Mr. Markstrom wants to know if the City would like to wait a year to see if the building materials drop in price or if he should proceed. CDC Peterson stated that council has already approved the school house build and would only have to act if they wished to wait a year. It was council consensus to proceed.

CDC Peterson presented to council a color scheme proposed for the Eleven01 apartment project. The pictures are of a DW Jones project in Long Prairie. It was council consensus to use the proposed color scheme.

CDC Peterson informed council that over weekend. MN Housing amended its contribution to the Eleven01 project. This will reduce the local share to \$272, 000 for the City and \$270,000 to the EDA. The construction trailer is here, and the Eleven01 apartment project is underway. There will be a ribbon cutting or groundbreaking ceremony. CDC Peterson will inform council of the date.

CDC Peterson informed council that he received more information regarding the Federal ARPA funds. The City of Roseau expected to receive \$304,000 but based on the first half the City of Roseau has received; it looks like the total will be \$280,000. Initially the City was going to use these funds on the water tower rehabilitation project. It was later understood that these funds could not be used for that project as the project had already been bid without the Davis-Bacon wage requirements. As of a July 19, 2021 clarification: “The Davis-Bacon Act requirements (prevailing wage rates) do not apply to projects funded solely with award funds from the CSFRF/CLFRF program.” Therefore, the ARPA funding can be used as originally planned for the water tower rehabilitation.

CDC Peterson then presented to council the City Master Plan. The original Master Plan was written right after the flood and reviewed 5 or 6 years ago. The Master Plan is a vision for the community, and it can be found on the City Website. CDC Peterson stated that the plan should be updated as many of the goals of the plan have been achieved and it is time to look further into the future. CDC Peterson did much of the work himself on the original City Master Plan but would like a proposal from Houston Engineering to assist in updating the plan, as he does not have the same amount of time to be able to devote to this effort with other responsibilities that have been added over the years. CDC Peterson also feels that an outside lead would reduce any type of bias he might bring to the effort after having worked for the city for such a long period of time. The goal would

be to have significant public meetings and community involvement in the development of the new Master Plan. CDC Peterson has discussed a 2022 revision of the community master plan, though they may start a little bit of it yet this fall.

Mayor Fabian asked CDC Peterson to put together a check list of the goals and accomplishments of the original master plan.

Mayor Council

Mayor Fabian and council discussed the following;

- Council member Pat Novacek told everyone to get the word out about the recognition event for former Mayor Jeff Pelowski at 5:30 pm on Thursday, August 5th at the skate park.
- Council member Jane Evans has received comments and complaints about the white flowers in the hanging baskets. Everyone seems to prefer colored flowers in the baskets. City Superintendent stated that the white flower baskets were not decided by the City. The City will inform the green house of what it would like in every flower planter and in the hanging baskets, and when the plants should be started so that the plants in the baskets are fuller when the City receives them.
- City Superintendent Drown informed council that inventory has been done on all of the vehicles. It shows who is using each vehicle and what vehicles are available. Superintendent Drown stated that there should be plenty of inventory to satisfy but pointed out that there is money in the park budget to buy a good used truck if none of the available inventory will suffice.
- City Superintendent Drown informed council that the water tower will be drained down Monday the 9th . Work will start on the water tower on Tuesday the 10th and should be completed by September 27th.
- Mayor Fabian is organizing an Employee Appreciation picnic September 15 at 6:00pm at the City Park. Mayor Fabian asked the department heads to notify the employees and get an estimate of how many employees and family members plan to attend.

There being no further business Councilmember Amy Bassingthwaite motioned to adjourn the meeting, seconded by Councilmember Brady Johnson and approved by unanimous vote.

ATTEST:

Elizabeth Carlson Clerk-Treasurer

Mayor Dan Fabian