

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – August 6th, 2018 at 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, Councilmembers: Pat Novacek, Don Ross, Amy Bassingthwaite and Jane Evans. Absent: none. Others present were, City Superintendent David Drown, City Attorney Michelle Moren, Police Chief Ward Anderson, Liquor Store Manager Linda Roseborough, Clerk-Treasurer Beth Carlson, Kurtis Osweiler, Tamara Osweiler and Irene Olson – City Residents.

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

Council member Pat Novacek motioned, Council member Jane Evans seconded and it was carried by unanimous vote to approve the July 9th, 2018 regular meeting minutes with spelling corrections to the names Pekarek on page 5 and Byfuglien on page 7.

Council member Amy Bassingthwaite motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the following Consent Agenda as written.

Consent Agenda

1. Presentation of Accounts Payable claims July 1st, 2018 through July 31st 2018 BatchAP73118. CK#64785-64847 = \$151,420.58.
2. Presentation of daily checks July 1st, 2018 through July 31st, 2018
Ck#64694-64784 = \$170,205.66
E#1057-1098 = \$360,786.89
07/15/18PR = \$36,879.71
07/31/18PR= \$43,750.82
3. Presentation of Receipt entries June 1st, 2018 through June 30th, 2018.
4. Presentation of Journal entries JE05312018.
5. Audit Committee review of May 2018 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. September 10th, 2018 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center- none
8. Investment–Roseau EDA Hi Fi as of 08/01/2018 is \$131,007.79.
9. Cash in bank-Regular checking as of 08/01/2018 is \$2,797,880.63.
10. Investment-Regular Hi Fi as of 08/01/2018 is \$1,552,973.41.
11. Investment Certificate of Deposit as of 08/01/2018 is \$797,820.07
12. Investment Certificate of Deposit as of 08/01/2018 is \$793,032.15.
13. Investment Certificate of Deposit as of 08/01/2018 is \$788,403.37.
14. Investment Certificate of Deposit as of 08/01/2018 is \$786,425.43.
15. Investment-Roseau EDA Money Market as of 08/01//2018 is \$339,497.98.
16. Cash in bank-Roseau EDA as of 08/01/2018 is \$390.21
17. Local Government Pay Equity

- 18. 2019 HRA levy legislation
- 19. Copier lease
- 20.

RESOLUTION #26-18
RESOLUTION ACCEPTING DONATION

WHEREAS, the following has 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.

Roger and Bernice Skime \$500.00
General Public \$135.00

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 the 6th day of August, 2018

By: _____
Mayor

Attest: _____
Clerk/Treasurer

- 21. July 2018 City Revenues & Expenditures
- 22. LG220 MN Deer Hunters Association
- 23. Roseau River Watershed – Resolution-Summary of Watercourses
- 24. Roseau Liquor Store Monthly Sales Report for July 2018

Delegations/Petitions/Complaints

Mayor Pelowski presented to council a Petition for Annexation from D & J Properties of Roseau, LLC.

Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to accept the petition of annexation from D & J Properties of Roseau, LLC and to set a public hearing for September 10th, 2018 at 5:30 pm. at the Roseau City Council Chambers.

City residents Irene Olson, Kurtis Osweiler and Tamara Osweiler voiced their concerns about the location, safety, design and outward appearance of the proposed Gazebo Park bathrooms and proposed alternatives.

After discussion, it was council consensus to schedule a meeting between the concerned residents and City Superintendent Drown, Council members Jane Evans and Pat Novacek, to address this issue.

Committee Reports

Planning Commission –

CDC Todd Peterson was absent but had supplied to council the Planning Commission meeting minutes which included the recommendation that the Roseau City Council set a public hearing on August 27, 2018 at 12:30 pm for variance request #18-03 (Curt Spilde) for the purposes of constructing a garage with a front setback of 5' in lieu of the 30' required.

Noting the following:

- This particular property is located adjacent to C-1 commercial properties that are allowed up to the property line.
- In addition, this block does not have any neighboring properties for which the variance will affect.

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded and it carried by unanimous vote to approve setting a public hearing for August 27th, 2018 at 12:30 pm for variance request #18-03 (Curt Spilde) for the purposes of constructing a garage with a front setback of 5' in lieu of the 30' required.

Roseau County Commissioner

County Commissioner Jack Swanson absent

Operations Committee – did not meet.

Oakcrest Golf Course – Council member Don Ross informed council that finances have improved at the golf course. The 2017 finances had a down turn but 2018 finances are better than last year.

Airport Committee

CDC Peterson was absent but had provided to council:

- The estimated cost analysis Nick Enblom from KLJ provided the following estimated amounts for the \$577,740 FAA grant and the \$146,969 State grant request letter for the Terminal Construction Project. CDC Peterson asked for council authorization to send the letter and to approve and authorize the Mayor and CDC Peterson to sign the grant agreements. The estimated City share will be \$134,096.25 bringing the total 2018 Project costs to \$858,805.25.

After discussion, Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it carried by unanimous vote to approve the \$577,740 FAA grant estimate and the \$146,969 State grant estimate for the Terminal Construction and to authorize sending the FAA/State grant request letter and authorize the Mayor and CDC Peterson to sign the grant agreements.

- The Terminal Construction bid and asked for council approval to award the Terminal Construction Bid and to authorize the contract.

After discussion, Council member Pat Novacek motioned, Council member Jane Evans seconded, and it carried by unanimous vote to award the contract bid to Rod Wulff Construction with a cost of \$579,268.00 for the Base Bid and \$11,552.00 for the Alternate, for a total cost of \$590,820.00 and authorize CDC Todd Peterson to sign the contract, contingent on receiving all of the proper forms and affidavits,

- Task Order #4 (Terminal Building Construction Observation Agreement) and asked that council approve it.

After discussion, Council member Amy Bassingthwaite motioned, Council member Pat Novacek seconded and it carried by unanimous vote to approve Task Order #4 (the Terminal Building Construction Observation Agreement) in the amount of \$74,829,28

- KLJ Airport Project Status Report – Council reviewed. No action taken.

EDA

CDC Peterson was absent but provided to council the minutes of the EDA meeting held July 25, 2018.

Mayor Jeff Pelowski stated that there was discussion:

- on the local workforce development efforts. A workforce development meeting was held on July 26th at Polaris to develop a regional strategy to promote the growth of the entire region.
- on the current housing situation and the preliminary plan that has been developed by the City's Engineer.
- about a developer regarding a national retailer seeking an existing building in Roseau. No existing building, within the City limits, will meet the needs. Geroy's building is a possibility. If not Geroy's building, the developer may look for land to build on.
- about getting a new candidate from Border State Bank for the EDA Board as Kurt Weston will be resigning his seat as he has taken a job with Citizens State Bank.

City Attorney Michelle Moren inquired if Council would be interested in her office drafting language that would put more of a bite to the nuisance ordinance in regard to licensing and inspection of rental properties. The Roseau EDA has discussed the need for an inspection and licensing program to require rental property owners to invest in their properties to make sure that they are being properly maintained for both tenants and neighbors. The EDA recommends to the City Council a program on Rental Home inspection and Licensing.

After discussion, Council asked City Attorney Moren if she would get more information on this matter from sources such as the League of Minnesota Cities and bring it back to the Roseau EDA

Department Reports

Liquor Store

Liquor Store Manager Linda Roseborough informed council that the liquor store employees are being trained on the new POS system and should be going live next Wednesday.

Fire Department

Fire Chief Craig McMillin absent

Police Department

Police Chief Ward Anderson had no new business.

Superintendent

Superintendent David Drown informed council that the digging on the current street project should be done by Friday and the Bituminous should be here.

Council member Jane Evans inquired about the condition of a section of road by the softball fields, in the spring. Superintendent Drown stated that it would be a half million dollar project to fix a problem that last a couple of weeks each spring.

Council member Jane Evans stated that everything looks really nice in the City but there are weeds popping up in the flower beds. Superintendent Drown stated that there used to be volunteers in the Beautification Committee that used to take care of this but there are not any more volunteers to do this. Summer kids are the only ones working on them and they mainly just do the watering. No one is interested in taking on the job as it is a big project. There is not enough money in the budget to hire someone to do a good job with this. Superintendent Drown stated that this issue will be brought up during the upcoming budget meetings.

Council member Jane Evans stated that the 5k/10k walk/run raised over \$30,000 and thanked Superintendent Drown for the great work done on the route.

City Attorney

City Attorney Michelle Moren presented to Council Ordinance #36 (Third Series) "Weed Ordinance" for council review. This Ordinance needs to be posted for 10 days so if there are no other changes it will be on the agenda for approval at the September 10th, 2018 Council meeting..

Mayor Pelowski presented to council the Master Legal and Legislative Services Agreement. This is the formal agreement between Flaherty & Hood, P.A. (representing the Coalition of Greater Minnesota Cities) and the Cities of Breckenridge, Moorhead, Roseau, Thief River Falls, and Warroad. Flaherty & Hood, P.A. will render services including lobbyist, Attorney, Policy and Fiscal Analyst, Media/Communications advisor concerning the MPCA and the wastewater treatment system flow. MPCA is proposing new waste water standards on permit renewals. The City of Mahanomen has a new phosphorus limit on its proposed permit. Work is being done to get other cities to join in opposing these new standards. This may reduce the cost to the current member cities.

Mayor Pelowski asked for council approval to sign the formal agreement with Flaherty & Hood.

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to authorize the signing of the Master Legal and Legislative Services Agreement. Contingent the other current member cities also sign the agreement.

Community Development Coordinator

CDC Peterson was absent.

Mayor and Council

Council was provided the City of Roseau 2019 Preliminary Budget for review.

Mayor Pelowski informed council that he asked for the feasibility study concerning the closing of the Roseau Port that Customs and Border Patrol said they would have done in June. Mayor Pelowski contacted Representative Peterson, Senator Smith and Senator Klobuchar. Mayor Pelowski was told that the study is complete and the final report should be ready in a few weeks.

Mayor Pelowski presented to council the Cooperation Agreement between Independent School District No. 682 and the City of Roseau. Mayor Pelowski noted a few minor changes, most notably removing the libraries, as this agreement really does not pertain to them. The City of Roseau and Independent School District No. 682 have had a Cooperation Agreement in place for many years. Mayor Pelowski asked for council approval to sign the new agreement.

After discussion, Council member Pat Novacek motioned, Council member Don Ross seconded and it carried by unanimous vote to approve signing the new Cooperative agreement between Independent School District No. 682 and the City of Roseau.

Council member Don Ross asked if the new Park & Rec director was looking into men’s and women’s adult league softball. Superintendent Drown stated that the Park & Rec director was checking to see how much interest there was in it.

Council member Jane Evans stated:

- The “Go Roseau” signs on the Byfuglien trucks look great.
- Polaris is putting a new front on their building and new signs entering the City.
- Polaris is hiring part time 2nd shift.
- “Crazy Days” was a great success with a lot of new things happening, kudos to Promotions Director Mary Hoffer.

Unfinished Business-

There being no further business Councilmember Don Ross motioned to adjourn the City Council meeting, seconded by Councilmember Amy Bassingthwaite and carried by unanimous vote.

ATTEST:

Elizabeth Carlson Clerk-Treasurer

Mayor Jeff Pelowski