

CDC Todd Peterson



City of Roseau Regular Council Meeting
Held in person
121 Center St E, Suite 201
Roseau, Minnesota 56751 (218) 463-1542

NOTICE IS HEREBY GIVEN that the Roseau City Council will meet on **Monday, January 9, 2023, at 5:00 p.m.** in the Roseau City Center Council Chambers at which time the following matters will come before the Council:

4:30 Audit Committee – Council member Novacek and Council member Bassingthwaite.

5:00 Call to Order
Pledge of Allegiance
Oath of Office – Mayor, Council Members, Police Chief

5:05 Approve December 5th, 2022, Regular meeting minutes.
Approve December 8th, 2022, Special meeting minutes.

5:10 Consent Agenda

All items listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion or debate of these items. The Mayor will ask if any Council member or citizen wishes to remove an item from the Consent Agenda, if there is such a request, the item will be removed and considered in its normal sequence on the agenda.

1. Presentation of Accounts Payable claims December 1st, 2022, through December 31st, 2022 Batch AP123122.
2. Presentation of daily checks December 1, 2022, through December 31, 2022
3. Presentation of Receipt entries November 1, 2022, through November 30, 2022.
4. Presentation of Journal entries JE103122.
5. Audit Committee review of October 2022 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings: February 6, 2023, Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center- Bjerck Wedding Sept 30, 2023.

Mayor
Dan Fabian

Council
Pat Novacek
Amy Bassingthwaite
Mary Hayes
Brady Johnson

City Attorney
Michelle E. Moren

Police Chief
Marc Hodge

Manager Liquor Store
Niki Johnson

City Clerk-Treasurer
Elizabeth Carlson

**Community
Development Coordinator**
Todd Peterson

City Superintendent
David Drown

8. Investment–Roseau EDA Hi Fi as of 01/03/2023 is \$39,177.03.
9. Cash in bank-Regular checking as of 01/03/2023 is \$2,797,711.53.
10. Investment-Regular Hi Fi as of 01/03/2023 is \$1,566,931.26.
11. Investment Certificate of Deposit as of 01/03/2023 is \$828,648.94.
12. Investment Certificate of Deposit as of 01/03/2023 is \$824,124.54.
13. Investment Certificate of Deposit as of 01/03/2023 is \$824,394.95.
14. Investment Certificate of Deposit as of 01/03/2023 is \$818,283.33.
15. Investment-Roseau EDA Money Market as of 01/03/2023 is \$138,402.92.
16. Cash in bank-Roseau EDA as of 01/03/2023 is \$25.29.
17. 2022 “City of Roseau Christmas Lighting Contest” Winners

Residential General:

- 1st – Alex McMillin 618 Oak Dr
- 2nd – Lowell Peterson 504 2nd Ave
- 3rd – Chuck Skoglund 501 11th Ave

Residential Themed:

- 1st – Craig McMillin 304 Center St
- 2nd – Vicki Smith 211 9th Ave SE
- 3rd – Ryan Sprabary 1010 2nd Ave SW

Business:

- 1st – Twice the Charm
- 2nd – Holter’s Floral
- 3rd – TIE Annie’s & Transfers Unlimited

18. League of Minnesota Cities Dividend Announcement
19. Nominations for Northwest Regional Development Commission
20. Liquor Store Monthly Sales Report & Analysis
- 21.

**#R 01-23
CITY OF ROSEAU
2023 ORGANIZATIONAL RESOLUTION**

WHEREAS, Minnesota Statute, Chapter 412, requires certain action by the City Council at the annual organizational Council meeting each January;

THEREFORE BE IT RESOLVED, by the Roseau City Council, that it hereby approves the following designations for the year 2023;

MEETINGS: Regular meetings of the Roseau City Council shall be held on the First Monday of every month at 5:00 p.m. If a regular meeting falls upon a holiday, it shall be held on the following Monday at the same time and place. All meetings, including special and adjourned meetings, shall be held at City Center Council Chambers located at 121 Center St E, Suite 201, Roseau, Minnesota unless the City Council otherwise announces at a prior meeting.

ACTING MAYOR: In the absence of the Mayor, the Acting Mayor for the Roseau City Council shall be Council member **Pat Novacek**.

OFFICIAL NEWSPAPER: The official newspaper for the City of Roseau shall be the Roseau Times Region, which is published in Roseau, Minnesota.

OFFICIAL CITY DEPOSITORY: The Citizens State Bank of Roseau and Border State Bank of Roseau shall be designated as official City of Roseau depositories and are authorized to exceed \$250,000 provided current Certificates of Collateral are on file with said institutions. Funds in excess of \$250,000 will be secured by pledges of government securities. The Treasurer shall have the authority to transfer between funds when deemed necessary. The following shall be authorized agents to endorse checks and orders for the payment of money transactions at the official City depository and the Clerk-Treasurer is authorized to use a facsimile signature stamp at such time as it becomes necessary: Mayor Dan Fabian, Acting Mayor Pat Novacek and Clerk-Treasurer, Elizabeth Carlson.

COUNCIL MEMBER LIAISONS: Council Members shall serve as liaisons to the following departments/organizations:

Light, Power and Water – Council member Novacek
Street, Alleys and Sidewalks – Council member Hayes
Community Center – Council member Bassingthwaite
Sanitation and Wastewater Service – Council member Johnson
City/School Recreation - Mayor Dan Fabian and Council member Novacek
Planning Commission – Council member Bassingthwaite and Mayor Fabian as alternate
Liquor Store – Council member Johnson and Council member Hayes
Golf Course – Council member Bassingthwaite and Council member Johnson
Library – Council member Novacek

CITY OF ROSEAU 2022 COMMITTEE/BOARD APPOINTMENTS

- **AIRPORT:** Keith Okeson, Bruce Stone, City Representatives-Council member Mary Hayes and Community Development Coordinator Todd Peterson.
- **ARENA:** Bryan Lundbohm, Trevor Hammer, Tom Murphy and city representatives Council member Brady Johnson, City Superintendent David Drown and the Parks and Rec Director.
- **BEAUTIFICATION:** Currently no members
- **GILBERTSON BALLFIELD:** Josh Weckmen, Donn Haugen, Tracy Wensloff, City Representatives-Mayor Dan Fabian.
- **ROSEAU VOLUNTEER FIRE DEPARTMENT:** To be named in March.
- **OAKCREST GOLF BOARD:** To be named in May, City Representatives – Council member Amy Bassingthwaite, and Council member Brady Johnson.
- **LIBRARY:** Chair person Norm Hayes, NWRLB, City Representative-Council member Pat Novacek.
- **PARK:** James Acton, Erik Holmstrom, Mike Bodell, Jane Evans, Gerald Koble, Dwayne Mast, Brad Bassingthwaite, Adam Munstenteiger City Representative Council member Mary Hayes.
- **PLANNING COMMISSION:** Chairman Dan Krings, Nathan Voll, Shane McFarlane, Sarah Klint, Eric Vasko, Bruce Stone, Dave Anderson, City Representatives-Council member Amy Bassingthwaite, Community Development Coordinator Todd Peterson.

- **ROSEAU CONVENTION AND VISITORS BUREAU:** Pres. Darrin Smedsmo, VP Julie Parker, Sec. Sinnamon Krings, Treas. Ann Backes, Arlene Billberg, Keith Severson and City representative - Community Development Coordinator Todd Peterson and **Council member Mary Hayes.**
- **WELCOME TO ROSEAU:** Currently no members
- **EDA:** Chairman Tim Loven, Jamie Simmons, Kellie Roth, Jerry Olson, Jack Swanson, City Representatives - Mayor **Dan Fabian**, Council member **Pat Novacek**, Community Development Coordinator Todd Peterson, and Sinnamon Krings.
- **CITY OPERATIONS COMMITTEE:** Mayor **Dan Fabian**, Council member **Pat Novacek** Community Development Coordinator Todd Peterson, Superintendent David Drown, Police Chief Marc Hodge, Municipal Liquor Store Manager Niki Johnson, and City Attorney Michelle Moren.
- **COMMUNITY CENTER COMMITTEE:** NOT ACTIVE
- **ASSISTANT WEED INSPECTOR:** The Roseau City Council hereby appoints **David Drown** for the City of Roseau.
- **TECHNOLOGY COMMITTEE:** Council member **Pat Novacek**, Department heads: Community Development Coordinator Todd Peterson, Police Chief Marc Hodge, Superintendent David Drown, Liquor Store Manager Niki Johnson, Fire Chief Leon Huot.

Adopted by the Roseau City Council this 9th day of January 2023.

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

Dan Fabian, Mayor

22.

**R # 02-23
RESOLUTION**

WHEREAS, there is a need from time to time to perform transfers between General Ledger Funds,

NOW THEREFORE BE IT RESOLVED, that the City Clerk-Treasurer is hereby authorized to make transfers as deemed necessary and that all transfers will be brought before the Council for approval.

Adopted by the Roseau City Council this 9th day of January 2023.

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

Dan Fabian, Mayor

23.

**R #03-23
RESOLUTION**

CITY OF ROSEAU
RESOLUTION ALLOWING WIRE/AUTOMATED BANK PAYMENTS

WHEREAS, the banking industry has promoted electronic funds transfers to reduce paper transactions, move resources more rapidly and respond to customer demands; and

WHEREAS, Minnesota State Statutes defines electronic funds transfer as the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

WHEREAS, Minnesota State Statutes states that payment of claims, obligations and investment transactions of a statutory city may be made by warrant, check or all forms of electronic or wire funds transfer and that a statutory city may accept payment by use of a credit card, debit card, or all forms of electronic or wire funds transfer; and

WHEREAS, the Roseau City Council acknowledges this new technology and the need for electronic fund transfer transactions both coming into and going out of the City bank and investment accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ROSEAU, MINNESOTA that the Roseau City Clerk-Treasurer may accept and make payment by electronic funds transfer and wire transfer and that these transactions are subject to the same approval requirements as any paper transaction and that these electronic funds transfer and wire transfer transactions meet all of the required policies of the financial institutions the City of Roseau transacts with and includes but may not be limited to the following:

VOYA/Nationwide/Orion & Hartford Mass Mutual - Deferred Compensation
Health Savings Account transfers
State of Minnesota – Sales Tax Payable
State of Minnesota – Payroll withholdings
Federal payroll withholdings
Northern Municipal Power Agency – Power billing
Citizens State Bank – Monthly ACH fee
AFLAC – Life Insurance
USDA – Bond Payment
State of Minnesota – Any state funding, Bldg Permit Surcharge, Other License fees
Any Federal Government funding
PERA
Electric Fund – Utilities

Adopted by the Roseau City Council this 9th day of January 2023.

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

Dan Fabian, Mayor

24.

R #04-23
RESOLUTION AUTHORIZING FACSIMILE MAYOR'S SIGNATURE
AND PREPAYMENT OF CERTAIN INVOICES

WHEREAS, City Councils are required to review expenditures before payments are made, and

WHEREAS, business and contractor billing cycles vary and do not always coincide with the City Council meeting held once per month, and

WHEREAS, some small businesses and contractors demand payment upon job completion, and

WHEREAS, some businesses and contractors include finance charges for bills not paid with 10, 15, 20 or 30 days, and

WHEREAS, it is in the City's best interest to pay just debts in a timely manner, and

WHEREAS, the mayor's signature is required on checks and various reports and correspondence,

BE IT RESOLVED that the Roseau City Council authorizes the use of a facsimile mayor's signature on checks and various reports and correspondence at the discretion of the Clerk-Treasurer, Community Development Coordinator, Superintendent, Chief of Police, Liquor Store Manager, and Fire Chief.

NOW THEREFORE, BE IT RESOLVED that the City Council decrees that, as a matter policy, the City Clerk-Treasurer and ~~Mayor-Department Heads~~, when in agreement, may pay bills as appropriate ~~with handwritten checks~~. All such payments will be presented to the City Council for review at the next regularly scheduled meeting.

I certify the above resolution was adopted by the City Council of the City of Roseau on January 9th, 2023.

ATTEST:

Witnessed:

Elizabeth Carlson, City Clerk-Treasurer

Dan Fabian, Mayor

25.

**R# 05-23
CITY OF ROSEAU
RESOLUTION TO SET 2023
TRAVEL AND MEETINGS REIMBURSEMENT RATES**

WHEREAS, Roseau City Council members, members of Commissions and Committees may, from time to time, request reimbursement for mileage and meals while conducting official City business; and

WHEREAS, the Roseau City Council annually sets the rate of reimbursement for mileage for City employees while using their personal vehicle for official City business as authorized by their Department Head; and

WHEREAS, the Roseau City Council annually sets the rate of reimbursement for meals for City employees who are out of town on official City business as authorized by their Department Head; and

THEREFORE BE IT RESOLVED, by the Roseau City Council that it hereby approves the mileage reimbursements to be paid for City travel in non-City vehicles shall be set at the approved IRS rate.

BE IT FURTHER RESOLVED, by the Roseau City Council that it hereby approves the 2023 reimbursement rate for meals while out of town on City business at a rate not to exceed \$35.00 per day.

BE IT FURTHER RESOLVED, by the Roseau City Council that meal reimbursement shall be made upon request provided proof of receipts is given.

Adopted by the Roseau City Council this 9th day of January, 2023.

City Clerk-Treasurer, Elizabeth Carlson

Mayor, Dan Fabian

26.

**R# 06-23
CITY OF ROSEAU**

RESOLUTION APPROVING FEE SCHEDULE FOR YEAR 2023

WHEREAS, the City of Roseau charges appropriate fees to cover costs associated with providing various services;

WHEREAS, Electric, Water, Garbage and Sewer fees are necessary for City operating and capital expenses;

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

The following rate and fee schedule is adopted and will become in effect as of January 1st, 2023

CITY OF ROSEAU RATE SCHEDULE	403,404,407,408 CHANGE
-------------------------------------	------------------------

2023 RATES INCREASE 3% ELECT, 10% WATER INCREASE, GARBAGE 5%

(BILLING RATES SCHEDULE)

ELECTRIC RATES

Customer Charge:	Residential	\$14.68
	Commercial Single	\$34.51
	Commercial 3 Phase	\$42.75
Energy Charge:		0.1105 KW
Off Peak:		0.0673 KW
Off Peak months of July, August and September (air conditioning)		0.0817 KW
Uncontrolled Electric Heat		0.1991 KW

STANDBY GENERATION ELECTRIC RATE				
---	--	--	--	--

To be determined upon customer request		
Mercury Vapor Lights		10.15 month
Meter Deposit	Minimum or average of monthly bills	\$100-500
Penalty Charge - After the 30th of the month		10%
Reconnect Fee		\$40.00 Plus tax

WATER RATES

Customer Charge - Residential	\$11.67
Customer Charge - Commercial	\$16.05
Residential over 3,000 gallons	\$3.03
Commercial over 3,000 gallons	\$3.15
Commercial resale of City Water	\$6.30

Water/No Meter - Residential	\$18.67
Water/No Meter - Commercial	\$28.01
Temporary Construction Water/No Meter	\$43.18
Minnesota Department of Health	\$0.60

SEWER RATES

Customer Charge - Residential/Commercial	\$16.25 per month	\$9.80	mo
Residential/Commercial to 5,000 gallons/mo		\$6.45	mo
Over 5,000 gallons		\$1.40	/M gal
No Water Meter Sewer Minimum		\$22.00	mo

GARBAGE RATES

Residential \$19.39 mo
Commercial - Price varies based on garbage volume.

As of 01/01/98 the State of Minnesota has required all garbage be taxed as follows:

Commercial	17%
Residential	9.75%

NEW RATE

600	\$19.39	GC RES
601	\$34.72	GC COMM
602	\$65.45	GC COMM
603	\$19.39	GC COMM
604	100.47	GC COMM
605	\$74.70	GC COMM
606	\$77.14	GC COMM
608	\$87.88	GC COMM
612	\$95.88	GC COMM
613	112.46	GC COMM
614	165.03	GC COMM
615	138.30	GC COMM
617	153.04	GC COMM
619	212.94	GC COMM
620	125.05	GC COMM

622	\$19.39	GC COMM
623	\$46.72	GC COMM
624	612.98	GC COMM
625	142.30	GC COMM
626	162.28	GC COMM
627	145.04	GC COMM
628	137.70	GC COMM
631	217.53	GC COMM
632	482.08	GC COMM
633	489.24	GC COMM
635	164.37	GC COMM

Dumpster Rental

681	\$30.98	GC 8yd
682	\$6.26	GC 1/4-6YD CONT
683	\$2.68	GC 1/7-2yd CONT COMM
684	\$2.68	GC 1/6-2YD CONT COMM
685	\$8.05	GC 1/3 6YD COMM
686	\$12.23	GC 1/2-6YD CONT COMM
687	\$6.56	GC 1/2-2YD CONT COMM
688	\$24.16	GC 6YD CONT COMM
690	\$24.16	GC 6 YD CONT RES/ASSISTED LIVING
691	\$13.13	GC 2YD CONT COMM
694	\$3.28	GC 1/4-2YD CONT RES
695	\$2.09	GC 1/8 OF 2YD CONT RES
697	\$15.51	GC 4YD CONT COMM
698	\$3.28	GC 1/4 OF 2 YD CONT-COMM

City of Roseau
2023 Miscellaneous Fees Schedule
January 1, 2023

General

Community Center	\$ 35.00 - \$330.00 based on fees schedule
City Center Rental Rate	

Weekend Rental Rate to include: Friday after 3:00 pm – Sunday
Additional Days before Friday @ 3:00 pm or after Sunday at 12:00 am at \$100/day

Mid-week (Mon-Thurs) garage sale rate of \$50 for up to 3 days
(single room only Trader/Voyager)

Dog tags	\$ 5.00/life of dog
----------	---------------------

Liquor License	\$2000.00/yr
Sunday Liquor	\$ 200.00/yr
Beer On-Sale	\$ 250.00/yr
Beer Off-Sale	\$ 250.00/yr
Wine License	\$ 150.00/yr
Club License	\$ 300.00/yr (set by State Statute)*
Temporary Liquor License	\$ 25.00
Variance	\$ 100.00
Conditional Use	\$ 100.00
Zoning	\$ 100.00
Peddlers/Transient Merchant License	\$ 100.00/day (City application is given to the Chief of Police for investigation of applicant)

Request For Information

Photo Copies (Standard 8 1/2" X 11" White Photo Copy Paper)

Single-sided B/W Photo copy	\$.10/pg
Double-sided B/W Photo copy	\$.15/pg
Single-sides Color Photo copy	\$.20/pg.
Double-sided Color Photo copy	\$.25/pg.

Photo Copies (Legal or Tabloid)

Single-sided B/W Photo copy	\$.15/pg
Double-sided B/W Photo copy	\$.20/pg.
Single-sided Color Photo copy	\$.25/pg.
Double-sided Color Photo copy	\$.30/pg.

Copy of Electronic Data Files

E-Mail Transfer	N/C
Printed to Paper	photo copy cost

Copy to CD \$ 2.00/CD

Copy of Audio, Video or Other Special Documents Performed by Outside Contract Service

Video	City Cost
Audio	City Cost

City Staff Time for Information Requests (Tasks requiring in excess of 15 minutes to complete)

\$40.00/hr The Actual Number of Hours Spent and Hourly Wage of Lowest Cost Employee Able to Fulfill Request.

City Center Rentals

Historical Society	\$ 600.00/mo
DEED Office	\$ 300.00/mo
Public Safety Admin	\$ 325.00/qtr
Northland College	\$ 250.00/mo

Airport

Daily T Hangar Rent	\$ 5.00/day
Main Hangar Rent	\$200.00/month \$50/day twin engine, \$20/day single engine
Hangar Rents-Small (8)	\$ 75.00/mo Increased \$20 in 1997
Hangar Rents-Large (2)	\$ 80.00/mo Increased \$20 in 1997
Airport Sign Rent	\$ 200.00/yr (10 total)
Airport Land Rent	as negotiated
Airport Spraying Lease	\$ 100.00/yr (20 year lease)

Hangar Land Lease \$ 150.00/yr (20 year lease)

Park

Camping Fees/RV Hookup \$ 18.00/night (tax included)
Weekly rate \$ 88.00/weekly (tax included)
Monthly (Except July) \$324.00 (max 4 sites reserved for monthly rental)(tax included)
July Monthly \$378.00 (July) (tax included)
Camping Fees/Tenting \$ 10.00/night (tax included)
Shelter Rent \$ 50.00/day (tax included)
Dump Station \$ 1.00/ea (donation is requested)

Police

Police Reports \$ 3 - \$5/ea (tax included)
Dog Impound Fee \$ 15.00/first day (tax included)
Dog Impound Fee \$ 5.00/every day thereafter (tax included)
Parking Fine \$ 5.00/ea
Handicapped parking fine \$ 25.00/ea
Parking fine during snow removal \$ 65.00/ea whether vehicle is towed or not.
Bike License \$ 1.00/one time fee

Zoning

Building Permits 1988 MN Bldg Codes Fees Schedule
Surcharge \$.50 (4% is retained by City)
Sign Permits \$ 20.00
Plan Review 5% of Building Permit Fee
Rezoning /Variance/Cond. Use \$ 125.00
Recording Fee \$ 46.00 City Cost
House Moving Fee \$ 50.00 with \$300 deposit
Reroofing \$ 50.00/flat fee (01/03/05)
Siding \$ 50.00/flat fee (01/03/05)
Windows \$ 50.00/flat fee (01/03/05)

Cleanup Week

Appliances Landfill cost or discretion of Superintendent
Car Tire " "
Tractor Tire " "
Truck Tire " "
TV's/Monitors " "

Equipment rental

Equipment rental – The FEMA Schedule of Equipment Rates

Adopted by the Roseau City Council this 9th day of January 2023.

Mayor, Dan Fabian

City Clerk-Treasurer, Elizabeth Carlson

27.

**R# 07-23
RESOLUTION**

WHEREAS, the League of Minnesota Cities Insurance Trust requires cities to use the services of an agent in order to participate in the LMCIT property/casualty program; and

WHEREAS, the City Council has reviewed and considered the written materials from LMCIT discussing the agent's role and compensation in LMCIT; and

WHEREAS, Amber Hass DBA North Country Insurance has agreed that she is willing to provide to the city the services listed below under the terms and conditions listed below;

The City Council of the City of Roseau resolves as follows:

Appointment

1. The City of Roseau hereby appoints as its agent for purposes of the City's participation in the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty/ program. **THIS SHOULD NOT INCLUDE WORKERS COMPENSATION – THE CITY OF ROSEAU ACTS AS THEIR OWN AGENT AND HAS SINCE THE BEGINNING. AS LONG AS THERE ARE NOT VERY MANY CLAIMS AND WE CAN HANDLE IT – THE CITY WILL REMAIN THEIR OWN AGENT FOR WORKERS COMPENSATION. NCI IS THE AGENT FOR THE REST OF THE INSURANCE.**

Term

2. This appointment shall remain effective indefinitely unless and until it is terminated or amended by council action (adopted July 2nd, 2010).

Compensation

3. As compensation for the services provided to the city as described in Paragraph 4 below, the agent will receive annually a fee equal to 8% of the annual premiums paid by the city to LMCIT for property, liability, and automotive coverages. This fee shall be included in the amounts billed to the city by LMCIT and shall be paid to the agent by LMCIT on the city's behalf.

4. The agent will perform the following services:

- Advise and assist the city in assembling and accurately reporting underwriting data, including updating property values, for rating purposes.
- Advise and assist the city in evaluating and selecting among coverage alternatives such as deductible, limits, optional coverages, alternative coverage forms, etc. Review coverage documents and invoices to assure coverage has been correctly issued and billed.
- Advise the city on potential gaps or overlaps in coverages. Assist the city as requested in submitting claims and interpreting coverages as applied to particular claims. Review loss reports for correct reporting, appropriate reserves, etc.
- Assist as requested with safety and loss control activities.
- Assist the city in identifying risk exposures and developing appropriate strategies to address those exposures.

BE IT RESOLVED, that Amber Hass DBA North Country Insurance be hereby appointed as Agent to administer the City of Roseau League of Minnesota Cities Liability Insurance indefinitely unless and until it is terminated or amended by council action.

Dated this 9th day of January 2023.

Dan Fabian, Mayor

Elizabeth Carlson, City Clerk-Treasurer

28.

**#R 08-23
RESOLUTION**

BE IT RESOLVED, that Moren Law Offices be hereby appointed attorney(s) for the City of Roseau for the period January 1, 2023 to December 31, 2023.

Dated this 9th day of January 2023.

Dan Fabian, Mayor

Elizabeth Carlson, City Clerk -Treasurer

29.

**R# 09-23
RESOLUTION
COVERING THE MAYOR AND COUNCIL MEMBERS
UNDER THE MINNESOTA WORKERS' COMPENSATION LAW**

WHEREAS, the law enables elected or appointed officials of the City of Roseau to be covered by the Minnesota Workers' Compensation Law and,

NOW THEREFORE BE IT RESOLVED, that pursuant to Minnesota Statutes 176.011, subd. 9, clause 6 – the Minnesota Workers' Compensation Act, members of the Roseau City Council will be included as employees and therefore are included in the City's worker's compensation coverage.

Adopted this 9th day of January 2023.

By: _____

Attest:

Dan Fabian, Mayor

Elizabeth Carlson, City Clerk-Treasurer

30.

**#R 10-23
RESOLUTION
INCLUDING ACCIDENT COVERAGE FOR CITY VOLUNTEERS**

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) offers accident coverage for City volunteers, and

WHEREAS, the Roseau City Council recognizes the importance of work done by City volunteers,

NOW THEREFORE BE IT RESOLVED, that Accident coverage for City volunteers will be included in the City's Insurance coverage as provided by LMCIT.

Adopted this 9th day of January 2023.

ATTEST:

City Clerk-Treasurer, Elizabeth Carlson

Mayor, Dan Fabian

31.

R # 11-23

**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, 2023 to April 30, 2024.

Dated this 9th day of January 2023.

Elizabeth Carlson, Clerk-Treasurer

Dan Fabian, Mayor

32.

R #12-23

RESOLUTION CERTIFYING DELINQUENT UTILITY AND OTHER CHARGES TO THE COUNTY AUDITOR FOR COLLECTION WITH REAL ESTATE TAXES IN 2023

WHEREAS, pursuant to Minnesota Statute §429.101 and as set forth in Roseau City Code §50.26 which states that all city utility charges delinquent in excess of forty-five (45) days past due, may, when authorized by resolution of the Council, be certified by the City Clerk-Treasurer of the City to the County Auditor, and the City Clerk-Treasurer in so certifying shall specify the amount thereof, the description of the premises served and the name of the owner thereof. The amount so certified shall be extended by the Auditor on the tax rolls against the premises in the same manner as other taxes, collected by the County Treasurer and paid to the City along with other taxes.

WHEREAS, the City of Roseau, Minnesota has notified property owners of unpaid charges and the possibility that said unpaid charges may be specially assessed against their real property;

THEREFORE BE IT RESOLVED, that the Roseau City Council authorizes the City Clerk-Treasurer's Office to certify delinquent utility and other charges, including lot mowing and snow removal bills, to the Roseau County Auditor for collection with real estate taxes on the parcels specified by the City Clerk-Treasurer's office.

Dated this 9th day of January 2023.

Elizabeth Carlson, Clerk-Treasurer

Dan Fabian, Mayor

33.

R #13-23

RESOLUTION TO AUTHORIZE THE 2023 \$7,000 FIREFIGHTERS ALLOWANCE LINE ITEM BUDGET.

It is hereby resolved that the 2023 \$7,000 Firefighter's Allowance line item in the City budget, which is paid at the beginning of each year, shall be construed to be part of the Firefighter's Compensation package. This meets the requirements regarding the supplying of meals on work nights for the firefighters.

Dated this 9th day of January 2023.

Elizabeth Carlson, Clerk-Treasurer

Dan Fabian, Mayor

- 5:25 Delegations/Petitions/Complaints

- 5:30 Committee Reports
 - 1. Planning Commission
 - 2. Roseau County Commissioner
 - 3. Operations Committee
 - 4. Oakcrest Golf Course
 - 5. Airport Committee
 - 6. EDA
 - a. Meeting minutes

- 5:45 Department Reports
 - 1. Liquor Store

 - 2. Fire Department

 - 3. Police Department

 - 4. Superintendent
 - a. Streets
 - b. Utilities
 - c. Parks
 - d. Gilbertson Ball Park
 - e. Arena

 - 5. City Attorney
 - a. Sale of land to TBA LLC

 - 6. Community Development Coordinator

RESOLUTION NO. 14-23

A RESOLUTION AUTHORIZING APPLICATION FOR GRANT NAVIGATION SUPPORT FOR THE CITY.

WHEREAS, the League of Minnesota Cities (“LMC”) has created a pilot Grants Navigation Program (“Program”) in which LMC will provide grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application projects.

WHEREAS, the Program is limited to providing services to help obtain grant funding for one project per city.

WHEREAS, the Program is limited to providing support in obtaining grant funding, and LMC does not provide funds to implement projects.

WHEREAS, the City of Roseau ("City") wishes to apply to the Program to for support in finding grant funding for the TH89 Reconstruction and Storm Sewer Project ("Project").

WHEREAS, the City recognizes that the if approved, any funds received through the Program must be used in a manner consistent with the conditions above as well as all other conditions or limitations of the Program.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA AS FOLLOWS:

- 1. If the City is awarded a grant under the Program, it agrees to use the funds to engage with industry partners who will aid in the grant matching and application process consistent with the terms and conditions of the Program.*
- 2. If a state, federal, foundation, or nonprofit grant match is not found, or is applied to but not awarded, the City will seek feedback on why the project was not eligible and report back to the LMC with these findings consistent with the terms and conditions of the Program.*
- 3. If a state, federal, foundation, or nonprofit grant is awarded, a project assessment will be submitted to LMC within six months of the application's approval and then periodically until after project completion consistent with the terms and conditions of the Program.*

Passed by the City Council of Roseau, Minnesota this 9th day of January, 2023.

Mayor

Attested:

City Clerk

7. Mayor and Council

- a. Roseau City Employee Association Wage and Benefit Negotiation 2023, 2024 and 2025.
- b. Roseau Police Department Wage and Benefit Negotiation 2023, 2024 and 2025

6:30 Closed meeting

R#15-23 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 January 9, 2023, commencing at 6:30 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 9th day of January, 2023.

Mayor (or acting Mayor)

City Clerk-Treasurer

7:00 Unfinished Business

7:05 Adjourn

Elizabeth Carlson, City Clerk-Treasurer