

**SPECIAL ROSEAU CITY COUNCIL MEETING  
MONDAY – DECEMBER 16, 2013 @ 5:00 P.M.  
ROSEAU CITY CENTER COUNCIL CHAMBERS  
121 Center Street East Suite 201  
Roseau, MN 56751**

A Special 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 Linda Vatnsdal. Council members Don Ross and Curt Ireland. Others present were Community Development Coordinator Todd Peterson, Attorney Patrick Moren, Superintendent David Drown, Police Chief Ward Anderson, Liquor Store Manager Linda Roseborough, Fire Chief Jeff Ballard and Jack Swanson Wild102 radio.

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

Pursuant to due call and notice a special meeting of the Roseau City Council was held on the above date, time and place. The purpose of the meeting was to:

- Consider Resolution R #38-13 Hire Police Officer
- Consider Start Pay for City Treasurer Position
- Consider Hangar Lease to Gary Slater
- Consider to Advertise for a Street Maintenance Position
- Consider Audit Proposal by Brady Martz for 2013, 2014, and 2015
- Final 2014 Budget discussion and Employee Contract Negotiations
- Consider Resolution R #39-13 2014 Final Budget

Council member Pat Novacek made a motion to hire Allen J. Mekash as a part-time police officer and introduced the following resolution:

**R #38-13  
RESOLUTION**

**WHEREAS**, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

**WHEREAS**, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

**BE IT RESOLVED** that the City of Roseau hereby declares that the position titled Police Officer, currently held by, Allen J. Mekash meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

**BE IT FURTHER RESOLVED** that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

STATE OF MINNESOTA  
COUNTY OF ROSEAU

The motion for adoption of the foregoing Resolution was duly seconded by Council member Curt Ireland and upon a vote being taken thereon, the following voted in favor thereof: Council members: Mayor Jeff Pelowski, Council member Pat Novacek, Council member Linda Vatsndal, Council member Don Ross and Council member Curt Ireland

Todd Peterson presented information on the start pay requirements for Beth Hellquist and requested the City Council authorize placement of Ms. Hellquist on the pay chart at a Grade 7, Step D. After discussion Council member Linda Vatsndal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the hire of Elizabeth Hellquist with a starting pay at Grade 7, Step D and with the requested unpaid time off in April 2014.

Todd Peterson presented the City Council a copy of short-term airport hangar lease to Gary Slater. After discussion Council member Curt Ireland motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the short-term airport hangar lease with Gary Slater on file with the City Clerk's Office.

David Drown notified the City Council of the resignation of Neal Vatsndal from the Street Department and requested authorization to advertise to replace Mr. Vatsndal's position as a heavy equipment operator. Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to authorize advertising for a new heavy equipment operator in the Street Department.

Todd Peterson presented the City Council a contract for auditing services for the 2013, 2014 and 2015 audit years provided by Brady Martz. After discussion Council member Curt Ireland motioned, Councilmember Don Ross seconded to accept the Brady Martz proposal and authorize the Community Development Coordinator to sign the contract. Those voting in favor of the motion: Pelowski, Ireland, Ross and Vatsndal. Opposed: Novacek. The motion was passed.

The City Council reviewed the proposed 2014 budget and made the following recommended changes:

Expense items to be removed from the 2014 Budget: Totaling \$2,138,145

- East Diversion
- Liquor Store Expansion
- Gilbertson Field Irrigation
- Riverview Park Gazebo Bathroom
- Skateboard Park

Expense items to be reduced in the 2014 Budget: Totaling \$80,000

- Streets Project
- Street Department Loader

Expense items to be added to the 2014 Budget: \$18,000

- Liquor Store Maintenance & Planning

Revenue item to be increased in the 2014 Budget: \$179,450

- Liquor Sales Revenue

After considerable discussion Mayor Pelowski moved to introduce the following resolution for consideration:

**#R 39-13**  
**RESOLUTION**  
**2014 FINAL BUDGET**

**WHEREAS**, the City of Roseau is required to adopt a Tax Levy and annual operating budget,

**AND WHEREAS**, the City of Roseau has held a Truth in Taxation Public Hearing and adopted a 2013 payable 2014 Tax Levy,

**NOW THEREFORE BE IT FURTHER RESOLVED** that the 2014 General Fund, Special Revenue Funds and Enterprise Funds annual operating budget is hereby adopted, and the staff is directed to ensure its implementation as follows:

**2014 FINAL BUDGET**

	REVENUE	DISBURSEMENTS	+ OR ( ) BALANCE
101 General	\$ 2,764,791	\$ 4,030,267	\$ (1,265,476)
228 Lodging Tax	\$ 45,000	\$ 57,491	\$ (12,491)
229 Polaris Promissory Note	\$ 1,000	\$ 5,000	\$ (4,000)
233 TIF	\$75,284	\$ 70,741	\$ 4,543
601 Water Enterprise	\$ 402,750	\$ 252,433	\$ 150,317
602 Sewer Enterprise	\$ 358,500	\$ 256,246	\$ 102,254
603 Garbage Enterprise	\$ 394,000	\$ 359,565	\$ 34,435
604 Electric Enterprise	\$ 4,048,050	\$ 3,391,340	\$ 656,710
609 Liquor Enterprise	<u>\$ 1,775,550</u>	<u>\$ 1,494,182</u>	<u>\$ 281,368</u>
TOTAL ALL FUNDS	\$ 9,864,925	\$ 9,917,265	\$ (52,340)

The motion for adoption of the foregoing Resolution was duly seconded by Council member Don Ross and upon a vote being taken thereon, the following voted in favor thereof: Councilpersons: Mayor Jeff Pelowski, Council member Don Ross and Council member Curt Ireland. Voting Against: Council member Pat Novacek and Council member Linda Vatnsdal

Adopted by the City Council this 16<sup>th</sup> day of December 2013.

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

ATTEST:

\_\_\_\_\_  
Community Development Coordinator

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Mayor