

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – JULY 7TH 2014 @ 5:00 P.M.
ROSEAU CITY CENTER COUNCIL CHAMBERS
121 Center Street East Suite 201
Roseau, MN 56751**

The Regular monthly meeting of the Roseau City Council was held on the above date, time and place. Members present were , Mayor Jeff Pelowski, Council members Pat Novacek, Curt Ireland, Linda Vatnsdal, and Don Ross. Absent none. Others present were Community Development Coordinator Todd Peterson, Superintendent David Drown, Chief of Police Ward Anderson, City Attorney Pat Moren, City Clerk Janet Lundbohm, Roseau County Commissioner Jack Swanson - WILD102 Radio, Kristi Harms, Darrin Smedsmo and Chris Johnson.

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

Council member Linda Vatnsdal motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the June 2nd, 2014 minutes as presented.

Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the June 18th, 2014 minutes as presented.

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

- a. Accounts payable claims from June 1st, 2014 through June 30th, 2014 as presented, with a batch number of AP063014 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from June 1st, 2014 through June 30th, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries May 1st, 2014 through May 31st, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries April 1st, 2014 through April 30th, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of April, 2014 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Notices and Communications –
 - Upcoming scheduled meetings –
 - a. August 4th, 2014 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center –
 - a. October 18th, 2014 - Rice Wedding Dance
- h. Email from MDOR in regards to the License Revocation Law Change effective July 1, 2014.
- i. LMCIT – Liability Coverage Waiver Form.
- j. LMCIT – May 2014 Ambassador Talking Points.
- k. Investment-Roseau EDA Hi Fi as of 06/30/2014 is \$215,323.28.
- l. Cash in bank-DNR Escrow as of 06/30/2014 is \$2,000.00.
- m. Cash in bank-Regular checking as of 06/30/2014 is \$2,360,505.11.
- n. Investment-Regular Hi Fi as of 06/30/14 is \$1,460,920.14.
- o. Investment of Certificate of Deposit as of 06/30/14 is \$768,941.21.
- p. Investment of Certificate of Deposit as of 06/30/14 is \$770,875.18.
- q. Investment of Certificate of Deposit as of 06/30/14 is \$775,595.95.
- r. Investment of Certificate of Deposit as of 06/30/14 is \$780,275.41.
- s. Cash in bank - Airport Fuel Sales Credit Card as of 06/30/2014 \$11,289.60.
- t. Investment - Roseau EDA Money Market as of 06/30/14 is \$69,697.98.
- u. Cash in bank - Pine to Prairie Birding Trail as of 06/30/2014 is \$5,817.12.
- v. Cash in bank - Scandinavian Festival as of 06/30/2014 is \$3,705.77.
- w. Cash in bank – Welcome to Roseau as of 06/30/2014 is \$1,312.17.
- x. Cash in bank - Roseau EDA as of 06/30/14 \$771.03.

- y. Liquor Store Monthly Sales 2014.
- z. June 2014 City Revenues & Expenditures.

Kristi Harms – Northwest Regional Library Director, appeared before the City Council to present the Northwest Regional Library Profit Loss Budget Overview 2014 (on file at the Roseau City office) and to request a 5% increase from what the City of Roseau contributed last year. Council consensus was to discuss the request at the budget meetings that will be held later this summer.

Council consensus was to table discussion of the Northern Horizon's Hospitality (#3-14) Conditional Use request until further into the meeting.

Community Development Coordinator Todd Peterson gave an overview of the Bid process that KLJ Engineers (they are also the Warroad Engineers) did for the Warroad Airport and KLJ recommended to the City Council to honor the same bids for the Roseau Airport to repair the apron in front of the main hangar. The original estimate was \$80,000.00 and the bid amounts are less than ½ of the original estimate so it does not require bidding for the Roseau project.

After review and discussion Council member Pat Novack motioned, Council Curt Ireland seconded and it was carried by unanimous vote to accept a competitive quote of \$26,766.25 from Fahner Asphalt Sealers to perform slurry work at the Roseau Airport dependent on the state funding and award of the project.

Community Development Coordinator Todd Peterson reported that the bid opening for the Roseau Municipal Airport 2014 construct 60' x 70' Aircraft Storage Hangar was held July 7th, 2014 (letter from KLJ - Marcus Watson, Airport Planner and the two bids are on file at the Roseau City Office).

After review and discussion of the two bids received for the Roseau Municipal Airport 2014 construct 60' x 70' Aircraft Storage Hangar, Council member Curt Ireland motioned, Council member Don Ross seconded and it was carried by unanimous vote to waive any bid irregularities and approve award of project AIP 3-27-0085-009-2014 to Scott Johnson Companies in the amount of \$549,573.00, contingent on the City of Roseau receiving federal and state funding and to approve the Notice of Award, this should be executed when the Grant Agreement is approved and to approve Task Order #4 with KLJ in the amount of \$70,481.17 for construction administration, observation and FAA closeout engineering services.

Community Development Coordinator Todd Peterson reported that Polaris Industries will pay a lease agreement for \$35,000.00 local share of the Roseau Municipal Airport 2014 Aircraft Storage Hangar to have top priority to use the hangar when their plane is here.

Community Development Coordinator Todd Peterson reported that the Airport Zoning Public Hearing was held June 6th, 2014 and was approved by the commissioner so a Final Airport Zoning Public Hearing can be held.

Roseau County Commissioner Jack Swanson reported on the following:

- Liz Lund will be appointed the new Roseau County Assessor at the Roseau County Board meeting that will be held tomorrow. There are also two new employees at the Roseau County Assessors office.

Council member Linda Vatnsdal reported that the Beautification committee and Park Board committee had a joint meeting and it went very well.

Community Development Coordinator Todd Peterson reported that the EDA met on June 25th, 2014 and discussed the following:

- Multi – family and Single Family Housing.
- DEED Housing Grant.

After review and much discussion of the need for housing in the City of Roseau, Council member Pat Novacek motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve

Northern Horizon's Hospitality (#3-14) Conditional Use request for the purpose of allowing apartments on the property formerly used as an RV park.

NOTE:

- Council member Linda Vatnsdal voiced her concerns that this location is not the best site for the Apartments but did vote in favor of the Conditional Use.
- Community Development Coordinator Todd Peterson voiced his concerns that this location is not the best site for the Apartments.

After review and discussion Council member Pat Novacek motioned to approve Community Development Coordinator Todd Peterson submit the DEED Workforce Housing Grant Application (when the application is available from DEED) for the Northern Horizon's Hospitality Apartment project. Council member Curt Ireland seconded the motion and upon vote being taken the following voted in favor thereof: Pelowski, Novacek, Ireland, and Ross

and the following voted against the same: None

and the following abstained: Vatnsdal

and the following were absent: None

whereupon, said motion was declared duly passed and adopted.

Chief of Police Ward Anderson reported that Polaris Industries is having a picnic July 27th, 2014 and are using the Rams Sports Center for a dance and Polaris Industries has asked if Polaris could hire two City of Roseau Police Officers as security guards during the event. After discussion and on recommendation from Assistant City Attorney Michelle Moren it was Council consensus that Ward have two additional officers on duty that day for the City of Roseau instead of Polaris hiring them.

City Superintendent David Drown reported that he has been approached by Verizon Wireless to put a whip tower on the NE water tower, David will continue talks with Verizon for the terms and conditions of the proposal and bring it back to the City Council for consideration.

City Superintendent David Drown reported that they are spraying for mosquitoes every evening weather permitting.

Mayor Jeff Pelowski noted that Warroad appreciated the help from City Superintendent David Drown, Community Development Coordinator Todd Peterson and Chief of Police Ward Anderson in regards to the high water event in Warroad.

After discussion Council member Linda Vatnsdal motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the Construction Loan Agreement between Northwest Community Action, Inc. and the City of Roseau (on file at the Roseau City office) for the cooperative housing project with an estimated cost of \$172,000.00 to be built on lot 4 Block 5 in Oakcrest West on contingency that Northwest Community Action purchase the land and attach as exhibits a deed in recordable form and mortgage and promissory note which specify the principal amount of the loan and the rate of interest.

Community Development Coordinator Todd Peterson reminded the department heads that it is budget time for 2015.

Community Development Coordinator Todd Peterson updated the City Council on the East Diversion project.

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

ATTEST:

City Clerk

Mayor

