

**ROSEAU CITY COUNCIL JOINT MEETING WITH ROSEAU EDA
THURSDAY – June 17, 2021 at 11:30 A.M.
IN PERSON AND ZOOM MEETING**

The special joint meeting of the Roseau City Council and Roseau EDA was held on the above date, time and place.

Council Members present were, Mayor Dan Fabian, Councilmembers: Pat Novacek, Jane Evans, Amy Bassingthwaite (via Zoom).

EDA Members present were Robert Foley, Tim Loven, Jerry Olson, Kellie Roth, Pat Novacek and Dan Fabian.

Others present were CDC Todd Peterson, Liquor Store Manager Niki Johnson, City Attorney Michelle Moren and Bruce Stone.

EDA President Robert Foley called the EDA meeting to order at 11:30 am.

Mayor Dan Fabian called the City Council meeting to order at 11:30 am and the Pledge of Allegiance was said.

There were two items on the agenda for the EDA special meeting:

- Review and approve bids for the Eleven01 project
- Consider sale of industrial park lots

There were three items on the agenda for the City Council special meeting:

- Eleven01 project
- Extract of Meeting Minutes – Police Department Body Worn Camera Policy
- Liquor Store Staffing

CDC Peterson reported that the second round of bids for the Eleven01 Apartment project were opened on June 15th and that Miller Construction had reviewed and tallied the bids and have made the recommendation to the Roseau EDA to accept the remaining bids as presented.

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| • Northern Technologies | Testing Services | \$15,745 |
| • Kilen’s Custom Cleaning Services | Final Cleaning | \$25,000 |
| • R&Q Trucking | Dumpster Services | \$18,450 |
| • Houston Engineering | Surveying | \$16,100 |
| • A+ Concrete & Landscaping | Earthwork & Paving | \$293,134 |
| • Terrene Development | Concrete | \$436,412 |

• Beyond Concrete	Underlayment	\$28,800
• Simmons Construction	Simulated Stone	\$42,500
• Al's Ornamental Iron	Metal Fab/Decks	\$90,923.69
• Lumber Mart	Loose Lumber	\$427,354.60
• Three D Carpentry	Finish Carpentry	\$70,500
• Expert Insulation	Insulation	\$118,849
• Liberty Exteriors	Roofing	\$70,000
• Walsh Construction	Siding	\$267,385.01
• Wheeler Hardware Co.	Doors/Frames/Hrdwr	\$127,320
• Novotny's Overhead Door	Garage Doors	\$6,498
• Thief River Glass	Storefront Systems	\$30,386
• St. Cloud Acoustics	Suspended Ceilings	\$22,320
• BMSI	Fire Protection Spec.	\$1,614
• Superior BSP	Bathroom Access.	\$13,232
• Bartley Sales	Postal Specialties	\$4,282.08
• Harkraft Inc.	Closet Shelving	\$11,546
• Karl's Appliance	Appliances	\$156,992.96
• Light FX Window Coverings	Window Blinds	\$12,855.81
• Bartley Sales	Trash Chute	\$5,001.75

After rebidding the above items, the project costs were reduced by over \$400,000 from the original bids. However, the project remains \$399,000 over the original project estimate approved by the Roseau EDA and the City of Roseau. After discussion on the need for housing and this project, member Pat Novacek motioned, seconded by Jerry Olson to approval all of the remaining bids on open items for the Eleven01 project, contingent upon the EDA being able to close the project gap of approximately \$685,187, which represents the total amount of equity funding needed above the EDA's \$270,000 equity injection. The motion passed by unanimous vote.

CDC Peterson presented information on other avenues the EDA/City is pursuing to fill the equity gap including seeking a sales tax exemption for the project as well as additional capital from other agencies and organizations. However, not all of these items are assured and may take time to secure. In order to move forward with the project it was discussed that the City would likely need to commit to the full \$685,187 as a backstop for the project as other sources of funding are sought.

After discussion, Roseau City Council Member Pat Novacek motioned, seconded by Council Member Jane Evans to approve filling the funding gap in the Eleven01 Apartment project

(estimated at \$685,187) in the absence of other funding being found so that the project could move forward. The motion passed by roll call vote with the following voting in favor: Fabian, Evans, Bassingthwaite and Novacek. Those opposed: None. Absent: Johnson

After discussion EDA member Pat Novacek motioned, seconded by Jerry Olson to approve contracts with Miller Construction and all subcontractors on the Eleven01 project and sign all necessary paperwork to proceed with construction of the Eleven01 Apartments. The motion passed by unanimous vote.

The EDA discussed two offers to purchase lots in the Roseau Industrial Park. Both interested parties are seeking lots of approximately 5 acres at a purchase price of \$4,000 per acre. CDC Peterson stated that the city would break even on the land as \$4,000 per acres is the amount the EDA has invested in the land as all infrastructure was installed with assistance from State and Federal grants. If these two lots are sold it would leave four empty lots in the industrial park of approximately 15 acres. It was suggested that a clause be included in the purchase that if the lots are not built upon within a certain period of time it has the first option to repurchase the lots at the same price they were sold. After discussion EDA member Tim Loven motioned, seconded by EDA member Pat Novacek to approve offering the two lots at \$4,000/acre with an option to repurchase at same price if left undeveloped. The motion passed by unanimous vote.

There being no further business for the EDA, EDA member Dan Fabian motioned, seconded by EDA member Tim Loven to adjourn the EDA meeting.

Mayor Fabian continued the City Council meeting with the next item on the agenda which was to approve the extract of meeting minutes regarding the Roseau Police Department Body Worn Camera Policy. Councilmember Jane Evans motioned, seconded by Pat Novacek to approve the extract of meeting minutes as presented. The motion passed by roll call vote with the following voting in favor: Fabian, Evans, Bassingthwaite and Novacek. Those opposed: None. Absent: Johnson

Liquor Store Manager Niki Johnson appeared before the Roseau City Council to present some challenges she is having in finding part-time personnel to fill the Assistant Manager's position. All of the qualified applicants so far are seeking full-time positions and will not accept the position as a part-time role. Manager Johnson is looking at all other options to fill the role such as using co-assistant managers, which has been done in the past, but wanted to give the City Council a head's up on the potential need to change the staffing roles at the Liquor Store and on possible cost implications of needed to make such a change. There was additional discussion about the issues, but no action was taken.

There being no further business for the City Council, Councilmember Jane Evans motioned, seconded by Pat Novacek to adjourn the City Council meeting. The motion passed by roll call vote with the following voting in favor: Fabian, Evans, Bassingthwaite and Novacek. Those opposed: None. Absent: Johnson