

REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – June 3, 2019 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, Amy Bassingthwaite, Jane Evans and Brady Johnson Absent: None. Others present were, Community Development Coordinator Todd Peterson, City Superintendent David Drown, Police Chief Ward Anderson, Fire Chief Craig McMillin, City Attorney Michelle Moren, Clerk-Treasurer Beth Carlson, Jack Swanson – Wild 102 radio, and Kiley Borowicz.

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

Council member Amy Bassingthwaite motioned, Council member Jane Evans seconded and it was carried by unanimous vote to approve the May 6, 2019 regular meeting minutes as written.

Council member Jane Evans motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the following Consent Agenda, as written

1. Presentation of Accounts Payable claims May 1, 2019 through May 31, 2019 Batch AP05312019.
CK# 66354-66432 = \$134,701.54
2. Presentation of daily checks May 1, 2019 through May 31, 2019
CK# 66255-66353 = \$474,956.21
E# 1442-1478 = \$375,041.83
PR 05/15/19 = \$37,758.71
PR 05/30/19 = \$42,103.92
3. Presentation of Receipt entries April 1, 2019 through April 30, 2019.
4. Presentation of Journal entries JE033119.
5. Audit Committee review of March 2019 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. July 1, 2019 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center
 - a. 08/17/19 - Beckel/Kron wedding & reception
 - b. 08/15/2020 – Knochenmus/Berger – wedding reception
 - c. 09/07/19 – Fisher/Bessler – wedding reception
 - d. 09/21/19 – Strand/Hanson – wedding reception
 - e. 10/05/19 – Eaton wedding
 - f. 10/07/19 – Roseau River Deer Hunters annual fundraiser
 - g. 10/10/2020 – Schmechel/Sundberg - wedding reception
 - h. 11/23/19 – LifeCare Med Center – Partners for health fundraiser
 - i. 12/04/19 – Minnesota Canola Council – annual conference
 - j. 12/07/19 – Olson Gust – wedding reception

8. Investment–Roseau EDA Hi Fi as of 05/29/2019 is \$144,219.80
9. Cash in bank-Regular checking as of 05/29/2019 is \$1,935,818.42.
10. Investment-Regular Hi Fi as of 05/29/2019 is \$1,557,030.73.
11. Investment Certificate of Deposit as of 05/29/2019 is \$804,832.79
12. Investment Certificate of Deposit as of 05/29/2019 is \$800,361.38.
13. Investment Certificate of Deposit as of 05/29/2019 is \$795,119.03.
14. Investment Certificate of Deposit as of 05/29/2019 is \$795,099.90.
15. Investment-Roseau EDA Money Market as of 05/29/2019 is \$326,912.80.
16. Cash in bank-Roseau EDA as of 05/29/2019 is \$744.22.
17. Northwest Regional Development Commission Notice of Public Hearing on NWRDC
CY'2020 Budget
18. MN Dept. of Public Safety Option Notice Lease PS0305
19. NMPA 2018 Annual Report
20. LMC – Liability Coverage – Waiver Form
- 21.

RESOLUTION NO. 26-19
RESOLUTION ACCEPTING DONATION

WHEREAS, the following have 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.

- Border State Bank \$100.00;
- Karl Manufacturing Solutions, Inc. \$200.00;
- LifeCare Medical Center \$400.00;
- Citizens State Bank \$250.00;
- Richard and Pam Hetten \$200.00;
- Oseid Family \$100.00

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 3rd day of June, 2019.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

22. May 2019 Roseau Liquor Store monthly sales report
23. May 2019 City Revenues & Expenditures report

5:15 The evidentiary hearing in regard to a dangerous dog designation was canceled.

Delegations

Kiley Borowicz inquired about the requirements and process to get council approval to hold a street dance the end of June. The locations considered are Main Street and Gene's Bar and Grill. After discussion, council recommended Ms. Borowicz contact Gene's Bar & Grill to hold the street dance for the following reasons.

- There is not enough information provided for council to approve the request at the current meeting and the July 1 meeting will be too late.
- Gene's Bar & Grill is licensed to serve alcohol.
- Gene's already has insurance coverage for alcohol and events.
- Alcohol can be served outside on Gene's property without council approval, as long as the area is roped off. (The street to Gene's is private, not city owned).

Ms. Borowicz inquired about the city curfew and if it would be enforced. City Attorney Moren stated that minors can be at events with responsible adults after curfew.

Committee Reports

Planning Commission –

CDC Todd Peterson reviewed the Planning Commission minutes from May 20, 2019.

- The Planning Commission performed the 2019 tour of the city from 10:00 am to 12:00 pm. At their meeting the Planning Commission then discussed the Tour findings and the process for addressing the issues found on the tour. Officer Manka is reviewing the tour information. Some letters have already been sent to some properties that are in violation.
- The Planning Commission recommended, by unanimous vote to the Roseau City Council, to set a public hearing before the Architectural Design Review Board for Monday, June 24, 2019 at 12:30 pm. to review David Ulvin's building permit application. The building permit application requests the relocation of a school buyout home located at 408 6th St. NE to a site in the Oak Crest Subdivision (Lot 1, Block 6). The Planning Commission made this recommendation after determining that it was in the best interests of the community to preserve this house in the community and that the house is of the proper size and condition to fit in the proposed neighborhood. The Planning Commission will be acting as the Architectural Design Review Board.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded, and it was carried by majority vote to set a public hearing before the Architectural Design Review Board for Monday, June 24, 2019 at 12:30 pm. to review David Ulvin's building permit application. Mayor Jeff Pelowski abstained.

CDC Peterson informed council that the building on the corner of Highway 11 and Main Avenue has large sections of stucco and rock falling off the building making it a public safety concern. City Attorney Moren stated council may want to start the abatement process. CDC Peterson stated that he would contact the building inspector Brad Bail to inspect the building. Council discussed waiting until the July 1, 2019 council meeting to make a determination unless the building inspectors report warrants immediate action.

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded, and it was carried by unanimous vote to follow recommendations of the building inspector and authorize an abatement of the building on the corner of Highway 11 and Main Avenue, if warranted by the inspection.

CDC Peterson stated that the list of code violation sites seems to stay about the same length from year to year. As some sites are cleaned up, different ones become out of compliance. Council member Jane Evans would like this year's report used as a base report and as each code violation is resolved put a line through it to show the progress that is being made.

Roseau County Commissioner

County Commissioner Jack Swanson informed council that the Roseau County board unanimously approved to offer a letter of support to Wiktel Communications, Roseau Electric Cooperative and Sjobergs for the MN Border-to-Border grant application process and their efforts to receive rural broadband grant funding.

Commissioner Swanson inquired as to the possibility of putting up two "Dead End" signs. One on the corner of 6th Avenue and 2nd Street and the other at 7th Avenue and the railroad tracks. A large amount of traffic believes these streets to be through streets and end up backing up in private driveways or driving on a path not meant for vehicles. City Superintendent Drown stated it would be taken care of.

Operations Committee – did not meet.

Oakcrest Golf Course – did not meet.

Airport Committee

The airport committee did not meet.

CDC Peterson presented to council an amended airport farm lease renewal with Gary Slater. It is the same lease council approved last month but with corrected acreage due to ditches and runway extensions. Total acres leased are 50.28 acres to Gary Slater.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it carried by unanimous vote to approve the amended Roseau Municipal Airport Farm Lease with Gary Slater.

CDC Peterson informed council that while he was working on the Slater lease he realized that there is a 30 acre parcel that is farmed by Grahn Farms that is not under a lease agreement. CDC Peterson talked with Mike Grahn of Grahn Farms, and they would like to continue to farm it. CDC Peterson asked for council approval to enter into a lease agreement on the 30 acre parcel in question for next year.

Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it was approved by unanimous vote to authorize CDC Peterson to put together a lease agreement for next year on the 30 acres that Grahn Farms are farming.

EDA

CDC Peterson informed council the EDA met on May 29, 2019.

The EDA discussed the ongoing issue of the Regional Workforce Recruitment effort. A couple of communities are hesitant to move forward because of time and financial concerns. CDC Peterson stated that there is another meeting next week with Warroad and Greenbush. Hopefully the effort will start moving forward again. It was discussed by the committee to develop an RFP for additional marketing firms to respond to.

CDC Peterson informed council that letters were sent to five property owners concerning a proposed subdivision for the City of Roseau. Three (Bergland, Klema and Larson) of the five property owners have responded. CDC Peterson stated that he and Superintendent Drown along with Houston Engineering will see which if these three is the most feasible and what the costs will be to develop a subdivision.

CDC Peterson also stated that the EDA is still trying to fill the seat vacated by Cheri Lossee representing the C & C.

Department Reports

Liquor Store

Liquor Store Manager Linda Roseborough was absent.

Fire Department

Fire Chief Craig McMillin stated that he had met with Malung Township concerning the townships hesitation to sign the Rural Fire Contract. Malung Township wanted clarification on how the Township was being charged for their Rural Fire Contract. The Township signed the three year contract and Pat Novacek is sending them the formula explaining the cost.

Fire Chief McMillin also informed council the County Board approved two 911 Mapping Systems for the fire trucks.

Police Department

Police Chief Ward Anderson had no new business.

Superintendent

Superintendent David Drown asked for council approval to accept the resignation of Park and Rec Director, Katherine Spoden. Ms. Spoden's last day will be June 6, 2019.

Council member Jane Evans motioned, Council member Pat Novacek seconded and the motion carried unanimously to accept the resignation of the Park and Rec Director Katherine Spoden. After discussion, Council member Jane Evans motioned, Council member Brady Johnson seconded and it was unanimously approved to advertise to hire for the Park & Rec position.

Superintendent David Drown asked for council approval to accept the resignation of Nathaniel Sorrels.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and the motion carried unanimously to accept the resignation of Nathaniel Sorrels.

Superintendent David Drown asked for council approval to hire a current seasonal employee to a part time position to maintain the City Center and Airport Terminal buildings.

Council member Brady Johnson motioned, Council member Jane Evans seconded, and it was carried by unanimous vote to approve the hire of a current seasonal employee to a part time position to maintain the City Center and Airport Terminal buildings.

Superintendent Drown informed council the MMUA needs to have a representative and alternate from the City of Roseau.

Council member Pat Novacek motioned, Council member Jane Evans seconded and it was carried by unanimous vote to approve the MMUA Delegate Appointment, appointing CDC Todd Peterson as the City of Roseau's authorized delegated representative to the Minnesota Municipal Utilities Association with City Superintendent David Drown designated as alternate.

Superintendent Drown informed council that the State is regulating how the City will handle excess power that is generated by renewable energy being put into the grid, and the reimbursement of it. This Resolution will supersede a 2004 resolution passed by the City. If the City approves the Interconnection Policy represented in Resolution 27-19 by June 17th, 2019 the City will not have to adopt a several hundred page manual from the State.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to pass Resolution 27-19 adopting the City of Roseau Utility Distributed Energy Resource Interconnection Process.

RESOLUTION ADOPTING THE CITY OF ROSEAU UTILITY DISTRIBUTED ENERGY RESOURCE INTERCONNECTION PROCESS

CITY OF ROSEAU RESOLUTION NO. 27-19

WHEREAS, by order on September 28, 2004, the Minnesota Public Utilities Commission adopted Generic Standards for Utility Tariffs for Interconnection and Operation of Distributed Generation Facilities; and

WHEREAS, Minnesota Statutes §216B.1611, subdivision 3 required municipal utilities to adopt a generation tariff that addressed the issues included in the commission's order; and

WHEREAS, under Minnesota Statutes §216B.25, any order of the commission rescinding, altering, amending, or reopening a prior order shall have the same effect as an original order; and

WHEREAS, by order on August 13, 2018, the Minnesota Public Utilities Commission adopted an updated interconnection process for distributed energy resources replacing the standards adopted in 2004; and

WHEREAS, the Roseau City Council, as the public utilities authority, addresses the issues included in the commission's 2018 order; and

WHEREAS, this Distributed Energy Resource Interconnection Process functions in concert with the City of Roseau Utility Distributed Energy Resources and Net Metering as well as its Rules Governing the Interconnection of Cogeneration and Small Power Production;

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

1. That the Roseau City Council adopts the City of Roseau Utility Distributed Energy Resources Interconnection Process.

Adopted by the City Council of the City of Roseau on June 3, 2019.

Approved:

Jeff Pelowski, Mayor

Todd Peterson, Community
Development Coordinator

Attested:

Beth Carlson, City Clerk/Treasurer

Superintendent Drown informed council the bituminous work on the 2018 projects should be done the week of June 17th.

Council member Jane Evans passed along a thank you for the curb installed in front of the Jack and Nancy Swanson residence.

Council members Evans inquired as to why the 6th Avenue rail road crossing was dirt and not tar. City Superintendent Drown informed council that the railroad decides what they will do on their property.

Council member Evans asked if the weeds on the railroad could be taken care of. City Superintendent stated the railroad does spray on their own schedule. The City could take care of

it but it would be at the City's expense. Council member Evans requested the contact information for the railroad so she could pursue the issue.

Council member Evans stated that she had received complaints of long grass on the Lund property. City Superintendent Drown will look into the complaint.

City Attorney

City Attorney Michelle Moren addressed the proposed Ordinance 38 "open burning" policy that was listed under Mayor/Council on the agenda. Attorney Moren has been working with Police Chief Ward Anderson to draft an ordinance that will be both enforceable as well as imposing the desired restrictions.

It was council consensus to further discuss the proposed Ordinance 38 "Nuisances-Open Burning" ordinance on the July meeting agenda after council has a chance to review and come back with feedback.

Police Chief Anderson stated that the police department issues a lot of burning permits in a year and that the permits are good for a year, but that there is still a lot of unauthorized burning taking place and a lot of leaves and debris burned in the 3ft "campfire" sized fire pits.

Community Development Coordinator

CDC Peterson stated that Houston Engineering has passed along the Hwy 89 study to MnDOT District 2 and should receive MnDOTs comments by June 14th.

CDC Peterson informed council that the red house on Center Street and 3rd Avenue is for sale. This house is in the flood plain and also on the Planning Commission's list of code violations. CDC Peterson talked to the owners and they are looking at a selling price of \$44,900. The appraised value is \$66,500. The owners live in Baudette and want to be done with it. CDC Peterson talked with Pat Lynch of MN DNR concerning buyout funds from the state. If the DNR covered 50% of the cost, the property would have to stay in the public domain. Using the DNR buyout funds would also require an independent appraisal. It is in the City of Roseau's best interest to reuse that property, for a school house project or sale of the lot for building purposes. It is assumed that the current structure requires too many repairs and improvements to be salvageable, as it is in the flood plain. The basement needs to be filled in and the structure elevated amongst several other repairs and upgrades.

CDC Peterson requested council direction on this matter.

After discussion, it was council consensus to research more options and programs before making a decision on this property.

Mayor and Council

CDC Peterson informed council that two council members are needed to form an Employee Negotiations committee to start the negotiation process with the Employees Association and the officers of the Police Department as the 3 year agreements end this year.

Mayor Jeff Pelowski and Council member Amy Bassingthwaite volunteered to be on the Employee Negotiations committee.

Council member Jane Evans reminded everyone;

- The ALS walk/run is July 20, 2019 with bouncy houses for kids and an abundance of door prizes.
- Polaris is celebrating its 65th Anniversary on Saturday August 17th
- And Polaris is sponsoring a tailgating party in September, with the proceeds going to help purchase a specially equipped ranger for EMS.

Unfinished Business-

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

ATTEST:

Elizabeth Carlson Clerk-Treasurer

Mayor Jeff Pelowski