

REGULAR ROSEAU CITY COUNCIL MEETING

MONDAY – June 6, 2022

Regular meeting at 5:00 P.M.

In person meeting

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 Dan Fabian, Councilmembers: Pat Novacek, Amy Bassingthwaite, Brady Johnson, and Mary Hayes. Absent: None. Others present were Community Development Coordinator Todd Peterson, Police Chief Ward Anderson, City Attorney Michelle Moren, Clerk-Treasurer Beth Carlson, Park and Rec Director Keith Severson, Kyle Horntvedt, Connie Nelson, Pat Westman, and Susan Lisell.

Mayor Dan Fabian called the meeting to order, and the Pledge of Allegiance was said.

Council member Brady Johnson motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to approve the May 2, 2022, regular meeting minutes as written.

Council member Mary Hayes motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to approve the following Consent Agenda as written.

1. Presentation of Accounts Payable claims May 1, 2022, through May 31, 2022, Batch AP05312022.
CK# 72231-72268 = \$49,911.24.
2. Presentation of daily checks May 1, 2022, through May 31, 2022
CK# 72128-72230= \$426,801.89.
E# 2895-2932 = \$386,568.65.
PR 05/15/2022 = \$40,626.24
PR 05/27/2022 = \$45,128.66
Void Ck#78149
3. Presentation of Receipt entries April 1, 2022, through April 30, 2022.
4. Presentation of Journal entries JE03312022.
5. Audit Committee review of March 2022 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. July 11, 2022, Regular council meeting at 5:00 p.m.

Mayor
Dan Fabian

Council
Pat Novacek
Amy Bassingthwaite
Brady Johnson
Mary Hayes

City Attorney
Michelle E. Moren

Police Chief
Ward Anderson

Manager Liquor Store
Niki Johnson

City Clerk-Treasurer
Elizabeth Carlson

**Community
Development Coordinator**
Todd Peterson

City Superintendent
David Drown

7. Approve the use of alcohol in the Community Center-none
8. Investment–Roseau EDA Hi Fi as of 06/01/2022 is \$103,296.74.
9. Cash in bank-Regular checking as of 06/01/2022 is \$1,696,099.03.
10. Investment-Regular Hi Fi as of 06/01/2022 is \$1,565,217.75.
11. Investment Certificate of Deposit as of 06/01/2022 is \$827,213.22
12. Investment Certificate of Deposit as of 06/01/2022 is \$822,673.03.
13. Investment Certificate of Deposit as of 06/01/2022 is \$822,966.60.
14. Investment Certificate of Deposit as of 06/01/2022 is \$815,610.81.
15. Investment-Roseau EDA Money Market as of 06/01/2022 is \$164,966.80.
16. Cash in bank-Roseau EDA as of 06/01/2022 is \$25.29.
17. LMC Liability Coverage - Waiver Form
18. Northern Municipal Power Agency – Post & 2021 Annual Report
19. Northwest Regional Development Commission – June 7, 2022, Budget Public Hearing
20. RESOLUTION NO. 25-22

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 for sponsorship in the Youth Ball Program.

B & B Plumbing and Heating \$150.00

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 Youth Ball Program.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of June 2022.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

21.

**RESOLUTION NO. 26-22
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 for sponsorship in the Youth Ball Program.

Northern Resources \$150.00

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 Youth Ball Program.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of June 2022.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

22. RESOLUTION NO. 27-22
RESOLUTION ACCEPTING GRANTS

WHEREAS, the following presented to the City of Roseau, grants, and have designated that these grants be deposited in the City of Roseau Gazebo Concert Series Fund.

Northwest Regional Library \$2130.00
Roseau CVB \$1900.00

WHEREAS, the City Council is appreciative of the grants 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 grants are accepted and acknowledged with gratitude, and
2. That the grants will be allocated to the City of Roseau Gazebo Concert Series Fund.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of June 2022.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

23. RESOLUTION NO. 28-22
RESOLUTION ACCEPTING DONATIONS

WHEREAS, the following presented to the City of Roseau, donations, and have designated that these donations be deposited in the City of Roseau Gazebo Concert Series Fund.

Border Bank \$250.00
Citizens State Bank \$250.00
R & Q Trucking \$250.00
Kaleb E Lindquist Post #24 \$100.00
Davidson Ready Mix \$200.00
Northern Resources Coop \$100.00
Asmus Tax & Accounting \$100.00
Stoskopf Redi-Mix of Roseau \$500.00

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 City of Roseau Gazebo Concert Series Fund.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of June 2022.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

24. **RESOLUTION 29-22**
RESOLUTION APPOINTING ELECTION JUDGES FOR THE
2022 PRIMARY AND GENERAL ELECTION

WHEREAS, Minnesota Statutes require cities to hold the Primary and General elections.

WHEREAS, Minnesota Statutes require that the City Council appoint by resolution election judges for the 2022 primary and general elections,

NOW, THERE BE IT RESOLVED, by the City Council of the City of Roseau, Minnesota, that the following individuals are appointed as City of Roseau election judges for the purpose of administering the August 9th, 2022, Primary election and the November 8th, 2022, General Election:

| | | | |
|-------------------------|----------------|---------------|-------------------|
| Mary Foley – Head Judge | Paul Stynsberg | Pat Westman | Elizabeth Carlson |
| Deanne Vatnsdal | Heidi Moser | Kathleen Ross | Darrin Smedsmo |
| Sharon Grafstrom | Eileen Carter | Deanna Peters | Mary Anderson |

The Council allows the Clerks substitutions as necessary.

Adopted this 6th day of June 2022.

By: _____
Mayor

Attest: _____
City Clerk-Treasurer

25.

RESOLUTION NO. 30-22
RESOLUTION ACCEPTING DONATIONS

WHEREAS, the following presented to the City of Roseau, donations, and have designated that these donations be deposited in the Special Response Team Fund.

- James Thompson \$250.00
- Paul & Maureen Marvin \$5,000.00
- Linder Hagen Liquor, Inc \$1,000.00
- John W Marvin \$5,000.00
- Northern Lights Family Dentistry \$1,000.00
- Kelli Palmquist \$500.00
- Warroad Eye Clinic \$100.00
- Reed Realty-LOW LLC \$1,000.00
- Warroad Family Dentistry \$1,000.00
- Farmers Union Oil of Warroad \$500.00
- The Wood/Warroad Threads \$250.00

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 Special Response Team Fund.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of June 2022.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

26. RESOLUTION NO. 31-22

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Polaris Industries presented to the City of Roseau a donations of \$3,000 and has designated that this donation be deposited in the City of Roseau Gazebo Concert Series Fund.

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 donation is accepted and acknowledged with gratitude, and

2. That the donation will be allocated to the City of Roseau Gazebo Concert Series Fund.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of June 2022.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

27. May 2022 City Revenue & Expenditures

28. LG220 Application for Exempt Permit- Roseau Youth Hockey-Raffle 07/15/22

Park & Rec Director

Parks & Rec Director Keith Severson gave council a summary of the Parks & Rec activities as Mr. Severson had to leave early.

- The campground is filling up and has received \$11,500 in revenue so far this year. Two students have been hired to help Mr. Ross mow and take care of the park facilities.
- Mr. Severson thanked Kelsey Didrickson and Council member Brady Johnson for their help in organizing the 7-12 grade school kids to do a mass cleanup of the City Parks.
- The ATV Mud Run was a fun event with 50 people and 20 machines participating. Mr. Severson thanked the Fire Department as the water truck was used to clean to mud off everyone afterwards. Mr. Severson stated that it was a great promotion for the ATV Park as many people did not know it existed. Council member Novacek inquired if waivers were signed before participating in the event. Mr. Severson stated that they were digitally signed when the participant registered.
- Mr. Severson informed council that the number of participants in both soft ball and baseball are up significantly.
- Adventure Camp started today with 56 kids enrolled. There was an increase in daily rates but are still below average day care rates.
- Mr. Severson gave Council his two-week notice. City Attorney stated that the notice would have to be a written resignation which Mr. Severson then submitted.
- Mr. Severson provided a proposal to contract for the scheduling for youth hockey if the City Council is interested.
- Council member Mary Hayes asked about the North Star Park bathroom being locked. Mr. Severson stated that the lock is residential not commercial. The door will remain locked once someone has used the bathroom unless they remember to turn the knob to unlock, and the lock should be changed to a commercial lock.

Delegations/Petitions/Complaints

Connie Nelson representing the VFW 8663 which helps veterans and their families in the Roseau, Warroad, Salol, Wannaska, Badger and surrounding areas. Ms. Nelson asked Council for permission to set up outside (inside if bad weather) of the Liquor Store each May for a few

days during one week for poppy distribution for donations. Ms. Nelson stated that they are planning for next year.

Council member Pat Novacek motioned to grant permission.

City Attorney Moren wanted to make sure it is done legally and would like to make her recommendation at the July 11 meeting.

Council tabled further discussion until the July 11, 2022, Council meeting.

Kyle Horntvedt of the Roseau C&C asked council permission to utilize the Sports Engine platform for C&C events such as the Farmers Markets, Young Entrepreneur Days, etc. The C&C does not make enough at these events to set up their own platform with its monthly fees.

However, with Mr. Severson leaving, Mr. Horntvet stated this may not be an option. City Attorney Moren indicated that it is something the City could do legally if they wanted to.

Roseau County Commissioner Jack Swanson was absent.

Committee Reports

Planning Commission

The Planning Commission met Monday May 23rd, 2022, at 10:00 am. CDC Peterson reviewed the minutes.

At 10:00 am the Planning Commission toured the City of Roseau.

At 12:00 pm the regular meeting of the Planning commission was held

- At 12:10 pm a public hearing was held for Conditional Use Request #1-22 (Sue Lisell) for the creation of apartments in a C-2 zoning district in the Courthouse Commons building. There were no oral or written comments received on the conditional use request prior to or during the hearing. The Planning Commission recommends the City Council approve Conditional Use Application #1-22 (Sue Lisell) allowing apartment units in a C-2 zoning district. This is a redo of a 2014 application. Sue Lisell was present at the Roseau City Council meeting to answer questions.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to approve Conditional Use Application #1-22 (Sue Lisell) allowing apartment units in a C-2 zoning district.

- The Planning Commission reviewed the latest draft of the short-term rental and communal housing ordinance for residential neighborhoods. A couple of minor edits were proposed for the ordinance to clean up language. The Planning Commission recommends the City Council adopt the proposed language for incorporation into the City Zoning Code.

City Attorney Moren informed council that if approved, council would need to call a public hearing and approve publishing a summary publication of the Ordinance.

Council member Brady Johnson motioned, Council member Pat Novack seconded, and it was carried by unanimous vote to approve setting a public hearing for July 11, 2022, at 5:15 pm.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to pass Resolution 33-22 authorizing summary publication of proposed ordinance on Communal Housing and Short-Term Housing.

**RESOLUTION NO. 33-22
OF THE CITY OF ROSEAU AUTHORIZING SUMMARY PUBLICATION OF A
PROPOSED ORDINANCE.**

At the regular meeting of the City Council of the City of Roseau, Minnesota, held on Monday, June 6th, 2022, at 5:00 p.m., a Motion was made by Councilperson Pat Novacek for passage of the following Resolution:

**THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA DOES
HEREBY RESOLVE AS FOLLOWS:**

WHEREAS, the City Council of the City of Roseau is considering the adoption of a Communal Housing and Short-Term Housing Ordinance;

WHEREAS, prior to consideration of the proposed Communal Housing and Short-Term Housing Ordinance, the City of Roseau must hold a public hearing and notice of said public hearing and proposed ordinance must be published in the legal newspaper;

WHEREAS, The City Council of the City of Roseau has determined the publication of the title and a summary is prudent due to the lengthy nature of **proposed “City of Roseau Communal Housing and Short-Term Housing Ordinance”**;

WHEREAS, a Public Hearing shall be held on July 11, 2022 at 5:15 p.m. at the Council Chambers of the Roseau City Council, located at 121 Center Street East, Suite 201, Roseau, Minnesota 56751;

WHEREAS, Pursuant to Minnesota Statutes 412.191, Subdivision 4 and M.S. 331A.01, Subd. 10, the Council may, by a majority vote of its members, direct that only the title of the proposed Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Offices; and

WHEREAS, Prior to the publication of the title and summary, the Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the proposed Ordinance; and

WHEREAS, The Council finds that the text of the Summary Publication of proposed Ordinance Number 44 attached clearly informs the public of the nature and intent of the proposed Ordinance.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA, that the Council approves by at least 4/5 vote, the Summary Publication of the Proposed Ordinance No. 44 **“City of Roseau Communal Housing and Short-Term Housing Ordinance”**;

BE IT FURTHER RESOLVED: the publication shall read as follows:

The following is a summary of the proposed Ordinance. The proposed Ordinance, in its entirety is available for review and/or photocopying during regular office hours at the City of Roseau Offices, at 121 Center Street East, Suite 201, in the City of Roseau, Minnesota, or by standard or electronic mail.

The proposed ordinance, in part defines Communal Housing and Short-Term housing. The proposed ordinance authorizes the issuance of conditional use permits (CUPs) upon meeting requirements for communal (shareable) housing in single family and two family residential districts. The proposed ordinance also requires applicants to obtain licensure through the City. The proposed ordinance also authorizes the issuance of conditional use permits (CUPs) for short term housing rentals upon meeting requirements. This also requires the issuance of licensure through the City.

This Motion for Resolution was seconded by Councilperson Amy Bassingthwaite, and upon a vote being taken, the following voted in favor: Mayor Fabian, Council members Novacek, Bassingthwaite, Johnson and Hayes.

WHEREAS, the Council has by at least 4/5 vote approved this public notice on the 6th day of June, 2022.

Mayor

ATTEST:

City Clerk-Treasurer

- City Tour update. CDC Peterson noted that letters have been sent out for properties that have been previously identified and confirmed to still be non-compliant. Letters for properties identified during the tour have also been sent out. CDC Peterson and Police Chief Anderson asked for council direction, as there are valid reasons for some of the delays in repairs such as finding builders to do the repairs and the lack of funds for some of the needed repairs. It was Council consensus that CDC Peterson and Police Chief Anderson continue working with the owners to get their properties into compliance.
- There was a general discussion regarding the owners of the trailer court needing to be held accountable for the condition of the two mobile home courts and their lack of enforcement of city requirements for maintenance of trailer courts. The Planning Commission members would like to see more enforcement action on the court owners. Police Chief Anderson stated that the two part time officers Manka and Vonasek would act on this issue.

Council member Mary Hayes stated that over all the City of Roseau looks good.

Operations Committee

No new business to report.

Oakcrest Golf Course

No new business to report.

Airport Committee

The Airport Committee did not meet.

EDA

CDC Peterson informed council the EDA met May 25, 2022, and presented the following:

- The Eleven01 apartment project is on-budget and on-schedule for an August 1st occupancy. The occupancy could still be moved to the original July 1 date, but they are preparing for some delays in getting certain items. The project is already approximately 50% leased.
- CDC Peterson also provided a status update on the Aurora Meadows project. City financial advisor Mikaela Huot has reviewed the pro forma provided by Anthony Lavoy

and agrees that additional capital is necessary to make the project feasible. To date, the State Legislature has not approved additional funding for the Workforce Housing program so without that option there is no urgency for the city to approve either the TIF or Tax Abatements for the project as this will prematurely start the timeline on the receipt of revenues. All action on the Aurora Meadows project is halted until we have more information on potential resources from the State.

- The EDA still has not received a bill of sale from Frito-Lay on the storage buildings they want to turn over to City/EDA. Also, the EDA has not been given notice that Frito-Lay has vacated the existing buildings or will be prior to their original date of May.
- There have been no further conversations with Roger Geroy on a counteroffer to exchange a parcel adjacent to the Eleven01 project for the EDA/City lot adjacent to his building on East Acres.
- Three additional lots have been sold in the Oak Crest Estates subdivision to Rod Wulff for speculative home construction. A total of 8 lots or roughly ½ of the lots of Phase 1 have been sold.
- Jeremy Griesbach, President of Development with Cobblestone, was in Roseau about two weeks ago to meet with prospective investor in the project. After the meeting an updated pro forma was created to reflect current building prices and was forwarded to the members attending the EDA meeting. The project is seeking a lead investor to drive the discussion and assemble a local investor group. CDC Peterson contacts Cobblestone every few weeks to see where things are going. If an investor group can be assembled, it is anticipated that a project could still be initiated this fall.

Department Reports

Liquor Store

Liquor Store Manager Niki Johnson thanked the City Crew for patching the leak in the Liquor Store roof. Manager Johnson also thanked the shop class from the Roseau School for building a new display shelf for the south side of the building. It turned out very nice.

Manager Johnson presented the monthly sales report to council and stated that April revenue was better than previous months and May revenues were good.

Manager Johnson asked for council approval to temporarily move the assistant manager to a full-time manager position at an hourly rate of \$25 per hour with an additional \$2.50 per hour in lieu of benefits bringing the hourly rate to \$27.50 per hour for the 12 weeks Manager Johnson is on FMLA. This rate would be effective the first day of Manager Johnson's FMLA leave. Upon Manager Johnson's return to work the temporary full-time manager would return to the assistant manager position and pay rate of \$21.12 per hour.

Council member Amy Bassingthwaite motioned, Council member Mary Hayes seconded, and it was approved by unanimous vote to temporarily move the assistant manager to a full-time manager position at an hourly rate of \$25 per hour with an additional \$2.50 per hour in lieu of benefits bringing the hourly rate to \$27.50 per hour for the 12 weeks Manager Johnson is on FMLA. This rate would be effective the first day of Manager Johnson's FMLA leave. Upon

Manager Johnson's return to work the temporary full-time manager would return to the assistant manager position and pay rate of \$21.12 per hour.

Liquor Store Manager Johnson informed council that she had attended the MMBA conference, and it was a good learning experience.

Fire Department

Fire Chief Leon Huot was absent.

Police Department

Police Chief Ward Anderson had no new information to report.

Superintendent

City Superintendent David Drown was absent.

City Attorney

City Attorney Michelle Moren informed council on the following:

- City Attorney presented the following Resolution 32-22 and asked for council approval of the purchase agreement for 3 lots in Oak Crest Estates First Addition.

RESOLUTION 32-22

EXTRACT OF CITY COUNCIL MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF ROSEAU HELD ON MONDAY, JUNE 6, 2022 AT 5:00PM

Councilperson Amy Bassingthwaite made a motion to adopt the following resolution:

WHEREAS, the City of Roseau, is the owner of the following described real estate; and

WHEREAS, the following described real estate consists of a bare lot only, and;
WHEREAS, Rod Wulff Construction, Inc., has indicated its desire to purchase the following described real estate; and

WHEREAS, it is deemed to be in the best interest of the City of Roseau that said real estate be sold to Rod Wulff Construction, Inc., for the sum of Thirty-six Thousand and no/100 (\$36,000.00) Dollars. Said real estate is described as follows:

Legal Description:

Lots Two (2) and Three (3), Block Four (4), and Lot Six (6), Block Two (2) of Oak Crest Estates First Addition, according to the recorded Plat thereof on file and of record in the office of the County Recorder in and for Roseau County, Minnesota. Subject to easements, reservations and restrictions of record.

NOW THEREFORE BE IT RESOLVED that the City of Roseau, accepts the offer of Rod Wulff Construction, Inc., to purchase the above described real estate for said sum of Thirty-six Thousand and no/100 (\$36,000.00) Dollars. Said sale shall be pursuant to the terms and conditions of the Purchase Agreement which is attached hereto and incorporated herein as Exhibit "A", and that the Mayor and the City Clerk/Treasurer of the City of Roseau, are hereby authorized and directed to execute a deed of conveyance running from the City of Roseau, a municipal corporation, under the laws of the State of Minnesota, as Grantor, to Rod Wulff Construction, Inc., Grantee, conveying the above described real estate, and;

The motion for adoption of the foregoing Resolution was duly seconded by Member Brady Johnson and upon roll call vote being taken thereon, the following voted in favor thereof:

Mayor Fabian, Council members Novacek, Bassingthwaite, Johnson, and Hayes.

And the following voted against the same: none

And the following abstained: none

And the following were absent:

Whereupon said motion was declared duly passed and adopted.

Dan Fabian, Mayor

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

CDC Peterson stated that utility hookup fees apply to Oak Crest Estates lots.

- City Attorney Moren presented a release of mortgages on the sale of the Silver Dragon Restaurant. CDC Peterson stated that he has already signed the mortgage satisfaction as council had previously authorized CDC Peterson to do these. Moren stated she would check with Citizens State Bank as they had requested the release.

Community Development Coordinator

CDC Todd Peterson reported on the following.

- CDC Peterson and School Construction Trades Instructor Shane Larson have been working on a grant application to the Northwest Minnesota Foundation to purchase construction equipment to assist with the Construction Trades Class with the home building projects in Roseau. Mr. Larson has stated that it is difficult for the students to get a real-life experience on these projects because the school is not able to supply all of the tools necessary to make the jobs easier and more efficient. The Northwest Minnesota Foundation recently announced a new grant program that seeks to provide resources to projects that train people to enter the housing construction industry and promote employment in the housing construction field. Mr. Larson has provided a listing of tools that would be helpful in future projects, the total amount of the cost of the tools is \$10,360.

Council member Brady Johnson motioned, seconded by Council member Pat Novacek to authorize the submission of a grant application to the Northwest Minnesota Foundation for \$10,000 for the City-School House Construction Cooperative Program. The motion passed by unanimous vote.

There was discussion on the status of the current school house project build. CDC Peterson informed council that he contacted Contractor Keith Markstrom about finishing the exterior (siding and landscaping) over the summer before the School Construction Trades students come back in the fall to complete the interior work.

- CDC Peterson presented to council a proposal from Marco for managed IT services. The Marco service is more costly than our current provider, but their past service was much better than Corporate Technologies, the current company that handles the City of Roseau's managed IT. The Police Department has been put off for days and sometimes weeks for IT help by Corporate Technologies. CDC Peterson stated that our contract has expired with Corporate Technologies so the City can quit using them any time. The Monthly rate from Marco is \$3,178.15 with a one-time set up fee of \$8,796.00. The term of the contract would be 60 months and include the \$250/month fee to manage the Barracuda Backup device and includes 24x7 support.

Council member Brady Johnson motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to approve the Marco IT proposal contingent upon review of the filters, clauses, compliance, and security features. Approval was also contingent upon review by City Attorney Moren of the Corporate Technologies contract terms to determine the termination date and terms.

- CDC Peterson informed council that a company had presented to him an employee benefits package similar to the AFLAC benefits package that is currently available to the City employees. No action was taken.

- CDC Peterson presented to council a “Roseau Comprehensive Plan Update Input Survey – Results Summary” and a report of the actual answers on what Roseau has to offer, improvements needed, housing concerns, recreational desires, and priority areas for the next 10 years. The information for these reports came from a survey conducted by Houston Engineering. CDC Peterson stated that there will be poster boards at the Roseau County Fair for further public input.
- CDC Peterson provided a map, development costs, and lot sale revenues of the Oak Crest Estates subdivision. CDC Peterson informed council that almost half of Phase 1 lots are sold. CDC Peterson asked for council approval to move forward with Houston Engineering on projecting the costs for developing Phase 2 of the subdivision as Council may wish to consider Phase 2 in next year’s budget.

It was council consensus to approve Houston Engineering projecting the costs of developing Phase 2 of the Oak Crest Estates.

Mayor and Council

- Council Mary Hayes inquired about the design proposals from the Roseau River Watershed District for the Oak Crest subdivision. City Attorney Moren informed council that the Roseau River Watershed is still working on the design alternatives and potential funding sources with Houston Engineering. Tracy Halstensgard will have a written proposal to show the City once the designs are complete.
- CDC Peterson reviewed the Oak Crest West Utility Hook-up fees. The developer agreements with Bergland Enterprises are finished as all lots are sold. Developer William O’Connell currently has eleven lots under a separate agreement with the Roseau City Council. The developer agreement with Bill O’Connell defers utility hookup fees until a home is constructed on each lot and sold. Once sold, the deferred assessments go on immediately and run until they are paid in full. This agreement has an indefinite period of time.
- All of the remaining lots in the Oak Crest West subdivision have been assessed hook-up fees except for the three apartment parcels which were waived as part of the development agreement for these apartments and the lot acquired by the Oak Crest Senior Housing project.
- Roseau Youth Hockey inquired about holding a community event that would include a dance and or live band at the Memorial arena. The event would be the end of September or early October to kick off the hockey season. This event would have an admission fee to raise money for the hockey programs. They would like to serve alcohol at this event (a beer garden) and asked how to go about obtaining approval. Council asked that those

planning this event contact Police Chief Anderson, City Superintendent Drown, CDC Peterson and City Attorney Moren to put together a plan to present to the City council.

- City Attorney informed council that Minnesota liquor laws recently changed to allow for Town Ball Teams to be able to serve alcohol during games. The City Council was previously approached by the Roseau Royals to be able to serve alcohol during their games at Gilbertson Field, so this is something the City may now be able to allow.
- City Attorney Moren informed council that they would need to formally accept the resignation of Park and Rec director Keith Severson. To be in good standing Mr. Severson must work or use vacation on June 20 to make the two-week notice for an employee in good standing.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded, and it was approved by unanimous vote to accept the resignation of Keith Severson with the last day of employment being June 20, 2022.

The Park Board will be meeting to discuss the Park and Rec Director position. Council called a meeting of the Operations Committee for Wednesday June 8th at 9:00 am to discuss a transition of the Parks & Recreation operations from Keith Severson.

- Mayor Fabian informed council that Roseau County Commissioner John Horner passed away suddenly. The Roseau County Commissioner's will be holding an emergency meeting tomorrow.

There being no further business Council member Brady Johnson motioned to adjourn the meeting, seconded by Council member Mary Hayes, and approved by unanimous vote.

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

Mayor Dan Fabian