

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – March 2nd, 2015 @ 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 Curt Ireland, Don Ross, Pat Novacek and Amy Bassingthwaite. Absent: none. Others present were Community Development Coordinator Todd Peterson, Assistant City Attorney Michelle Moren, Police Chief Ward Anderson, Liquor Store Manager Linda Roseborough, Fire Chief Jeff Ballard, Roseau County Commissioner Jack Swanson - WILD102 Radio, Promotions Director Lyle Grindy, and Roseau 9th grade civics class-Bryce Johnson, Jonah Huglen, Jake Borud, Alex Verbout, Patrick Jacobson, Brennen Borden and Nathan Adrian.

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

Council member Curt Ireland motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the February 2nd, 2015 Regular meeting minutes.

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

1. Presentation of Accounts Payable claims February 1st, 2015 through February 28th, 2015 batch AP0228115.
2. Presentation of daily checks February 1, 2015 through February 28, 2015.
3. Presentation of Receipt entries January 1, 2015 through January 31, 2015.
4. Presentation of Journal entries JV123114.
5. Audit Committee review of December, 2014 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. April 6th, 2015 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center-Border State Bank-Ag Conference 3/19/15
8. Investment–Roseau EDA Hi Fi as of 02/24/2015 is \$32,094.56.
9. Cash in bank-DNR Escrow as of 02/24/2015 is \$2,000.00.
10. Cash in bank-Regular checking as of 02/24/2015 is \$1,974,251.49.
11. Investment-Regular Hi Fi as of 02/24/2015 is \$1,491,907.21.
12. Investment Certificate of Deposit as of 02/24/2015 is \$771,073.18.
13. Investment Certificate of Deposit as of 02/24/2015 is \$772,977.66.
14. Investment Certificate of Deposit as of 02/24/2015 is \$777,746.37.
15. Investment Certificate of Deposit as of 02/24/2015 is \$784,572.82.
16. Cash in bank-Airport Fuel Sales Credit Card as of 02/24/2015 is \$19,989.29.
17. Investment-Roseau EDA Money Market as of 02/24/2015 is \$215,861.30.
18. Cash in bank-Pine to Prairie Birding Trail as of 02/24/2015 is \$5,138.62.
19. Cash in bank-Scandinavian Festival as of 02/24/2015 is \$2,488.12.
20. Cash in bank-Welcome to Roseau as of 02/24/2015 is \$1,312.17.
21. Cash in bank-Roseau EDA as of 02/24/2015 is \$3,881.25
22. Approve 2015 Hangar lease- Harold Clark #3
23. February 2015 Liquor Store Revenue & Expenditures
24. February 2015 City Revenue & Expenditures
25. Ambassador Talking Points – February 2015

26. Resolution #16-15 – A Resolution to sign Joint Powers Agreement with the State of Minnesota

**RESOLUTION #16-15
CITY OF ROSEAU
COUNTY OF ROSEAU
STATE OF MINNESOTA**

A RESOLUTION TO SIGN JOINT POWERS AGREEMENT WITH THE STATE OF MINNESOTA

WHEREAS, Chief Ward Anderson appeared before the Roseau City Council to discuss the mobile data computer contract between the City of Roseau Police and the State of Minnesota; and

WHEREAS, the purpose of the agreement is for the State to provide the Roseau Police Department with access to the State’s I-Mobile System, through software purchased and installed by the City on the city laptop computers mounted in the city patrol vehicles; and

WHEREAS, the term of this agreement shall be for the 2015 year.

NOW, THEREFORE, BE IT RESOLVED that the Roseau City Council hereby adopts this joint powers agreement upon Motion by Pat Novacek, seconded by Amy Bassingthwaite, and approved by a 4 to 0 Vote; and authorizes Police Chief and City Administrator to sign said agreement.

Adopted by the Roseau City Council on this 2nd day of March 2015.

Mayor Jeff Pelowski _____ Date _____
Elizabeth Hellquist-Clerk _____ Date _____

Delegations- No new Business

Committee Reports

Roseau Promotions –

Lyle Grindy of the Civic and Commerce informed Council on the following items: The Roseau CVB and the Roseau County Museum announced the first “Girlfriends Winter Break-Away” event. The event is March 13 & 14, 2015 at the Roseau Civic Center. Kim Wagner, a motivational-humorist, will be the keynote speaker. A portion of this event is funded by the Roseau Convention and Visitor’s Bureau and a grant from the Northwest Minnesota Women’s Fund.

Planning Commission-

The Planning Commission met on February 23rd, 2015.

Community Development Coordinator Todd Peterson provided information on recommendations made at that meeting:

The Planning Commission recommended approval of Variance Application #1-15 for Mark Jensen, Annie’s Trading Post requesting to install a new sign which is 66SF in area, resulting in a total signage of 216.5 SF, which is in excess of the 120 SF maximum for a 96.5 SF variance.

After discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded, and it was carried by unanimous vote to approve Variance Application #1-15 for Mark Jensen, Annie’s Trading Post.

The Planning Commission also recommended the approval of the revised proposed building plan for the Tamarac place Apartments with the following issues being accommodated if budget allows:

- Adequate parking lot lighting
- Electrical outlets for block heaters in lieu of garages
- Accommodations for playground equipment or features for apartment residents.

There are no proposed changes to the building or landscaping plans from those previously approved by the Planning Commission and City Council.

After discussion Council member Curt Ireland motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to concur with the planning commission comments and approve the proposed building plan for Tamarack Place Apartments.

Roseau County Commissioner –

Roseau County Commissioner Jack Swanson informed the City Council there will be more Big Four, (Cities, Counties, Townships and Schools) meetings. Commissioner Swanson would bring City of Roseau issues to legislature if needed.

Operation Committee – No New Business

Oak Crest Golf Course – No New Business

Airport Committee – No New Business

Beautification Committee – No New Business

EDA –

The EDA met on February 25, 2015.

CDC Todd Peterson informed council the EDA approved a \$32,000 loan to Greg Pulczynski, for the Hat Trick Buffet. The Hat Trick Buffet is a new restaurant opening in the building of the former Pizza Ranch. The Hat Trick Buffet will be similar to the Pizza Ranch serving pizza and chicken. The Hat Trick Buffet is not part of a franchise.

CDC Todd Peterson informed council the EDA has set a Public hearing for the 25th of March, 2015 to consider a proposal to sell/transfer the Far North Transit building to the Roseau County Committee on Ageing or Paul Bunyan Transit or other entity for purposes of maintaining public transportation and to promote economic development. At the hearing the EDA will meet to decide if the sale/ transfer is advisable.

The EDA discussed a proposal for a new hotel. The hotel is looking for investors. The EDA is working on a plan to invite qualified potential investors to an informal meeting.

Department Reports

Liquor Store-

Liquor Store Manager Linda Roseborough informed on the status of the Liquor store expansion project. The city is waiting for Karvakko, the architect, to review the proposal for the architectural plans. The proposal for the plans is very high according to industry standards and needs to be reviewed. CDC Todd Peterson said they should be approximately \$60,000.

If, after review, the price of the plans is close to \$60,000 CDC Todd Peterson asked council approval to sign the contract. If the price does not come down to around \$60,000, the Liquor Store Committee, Curt Ireland and Don Ross, will meet and may call a special Council meeting.

After discussion, Curt Ireland motioned, seconded by Pat Novacek to approve signing the contract for the architectural plans, contingent on getting close to the \$60,000 projected cost. The motion passed by unanimous vote.

Fire Department-

Fire Chief Jeff Ballard presented the City Council with the 2015 RFD appointed positions.

Chief-Jeff Ballard

Asst. Chief-Mark Bernat

Captain-Troy Hammer

1st Lieutenant-Craig McMillin

2nd Lieutenant-mark Jenniings

President-Neal Vatnsdal

V.P.-Colton Mendl

Secretary-Ryan Severson

Supply Officer-Kyle Peterson

Training Officers (2 year term)

1. Nick Gustafson

2. Seth Novotny

Trustees (2 year term)

1. Nick Kvidt

2. Colton Mendl

Fire Chief Ballard also informed Council he just received an estimate for the fire department building project from Widseth, Smith, Nolting. Fire Chief Ballard, City Superintendent David Drown and CDC Todd Peterson will meet to review the estimate and then will bring it back to council.

Police Department – No New Business

Superintendent-No New Business

City Attorney-

City Attorney Michelle Moren informed council that the contract between the City of Roseau and Roseau Area Cooperative was ready, just waiting for REC to provide the Certificate of Liability Insurance.

The state DEED grant for Parkland Place has been executed.

City Attorney Michelle Moren informed council of a possible council vacancy. Council member Curt Ireland is retiring from his job and will be moving out of the area. As Council member Ireland has more than two years left in his term, a special election may have to be held. City Attorney Michelle Moren will advise Council member Curt Ireland and council how to proceed when more information becomes available.

Community Development Coordinator-

CDC Todd Peterson informed council of Agricultural leases that are up for renewal on the surplus diversion land. This rent on this land basically just covers the taxes. Rather than a one year lease CDC Peterson would like to see longer term leases. After discussion Council member Pat Novacek motioned, seconded by Curt Ireland to approve an annual contract with automatic renewals for a total of four years, as long as both parties are in agreement on the contract.

CDC Todd Peterson informed council, Life Care Medical Center and Blue Cross Blue Shield have applied for a \$20,000 grant on the City of Roseau's behalf. This grant would be for the trail projects maps and amenities.

CDC Todd Peterson informed council he will be testifying for Senator LeRoy Stumpf and Representative Dan Fabian in St. Paul at the Legislature this week. Some of the issues will be a grant program, tax credits, TIF, and for market rate workforce housing.

CDC Todd Peterson provided an update on the progress of the East Diversion Flood Control Project. Excavation is basically complete. There has been good progress on the west side restriction; more has to be done on the east side. Compaction on tie-back levees cannot be done until the weather warms so they can meet certain standards. Drain tile is being put in the channel by the bridge. The bottom was never finished and the drain tile will keep it pumped out until it can be finished to grade in the spring. Flood insurance has been a big question and it is still needed until FEMA agrees with the U.S. Army Corps of Engineers data. It is not known how long the creation of new flood plain maps may take but it is hoped to be completed by January 2017.

CDC Todd Peterson informed council the annual audit for the City of Roseau is going well and is almost complete.

CDC Todd Peterson informed council the Roseau Department of Employment and Economic Development (DEED) office will be moving in to the city offices. The office will be reconfigured and the DEED office will be utilizing the three unused cubicles.

CDC Todd Peterson informed council Chris Stauffer, the County/City IT person, is working on converting the city to a new phone system. Sjobergs has the cable in place. A decision on the phone equipment supplier will need to be made when more information is acquired. Chris Stauffer is also looking ahead to where the City needs to go with its Cyber security.

Mayor Council

There was discussion about the speed limits on highway 11 and 32. The speed limit change is south of Thief River Falls. There is no proposed changes in Roseau County yet, but a study of highway 11 will be done in 2018.

Unfinished Business- No unfinished business.

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

ATTEST:

Clerk-Treasurer

Mayor