

**REGULAR ROSEAU CITY COUNCIL MEETING**  
**MONDAY – March 5<sup>th</sup>, 2018 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, Don Ross, and Amy Bassingthwaite. Absent: Jane Evans. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, City Attorney Michelle Moren, Police Chief Ward Anderson, Liquor Store Manager Linda Roseborough, Fire Chief Craig McMillin, Clerk-Treasurer Beth Carlson and Jack Swanson – Wild 102 Radio.

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

Council member Amy Bassingthwaite motioned, Council member Don Ross seconded and it was carried by unanimous vote to approve the February 5th, 2018 Regular meeting minutes as written.

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

**Consent Agenda**

1. Presentation of Accounts Payable claims February 1st, 2018 through February 28th, 2018 Batch AP022818. CK#64006-64065 = \$123,731.01.
2. Presentation of daily checks February 1, 2018 through February 28, 2018  
Ck#63915-64005 = \$166,530.02  
E#876-904 = \$423,557.50  
02/15/18PR = \$36,441.68  
02/28/18PR= \$39,143.79
3. Presentation of Receipt entries January 1, 2018 through January 31, 2018.
4. Presentation of Journal entries JE123117.
5. Audit Committee review of December 2017 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –  
Upcoming scheduled meetings:
  - a. April 2nd, 2018 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center- Girlfriends Winter Breakaway- April 7<sup>th</sup>, 2018.
8. Investment–Roseau EDA Hi Fi as of 02/28/2018 is \$90,596.11.
9. Cash in bank-Regular checking as of 02/28/2018 is \$2,466,922.04.
10. Investment-Regular Hi Fi as of 02/28/2018 is \$1,551,162.14.
11. Investment Certificate of Deposit as of 02/28/2018 is \$797,820.07
12. Investment Certificate of Deposit as of 02/28/2018 is \$790,679.61.
13. Investment Certificate of Deposit as of 02/28/2018 is \$788,403.37.
14. Investment Certificate of Deposit as of 02/28/2018 is \$784,092.49.
15. Investment-Roseau EDA Money Market as of 02/28/2018 is \$322,170.44.
17. Cash in bank-Roseau EDA as of 02/28/2018 is \$990.95.
18. #R 01-18 2018 Organizational Resolution correction.
19. LG204B-Application to Conduct Excluded Bingo-VFW

- 20. Boundary Correction Order
- 21. LMC-2018 Ludwig & Miller Award
- 22. LMC-2018 City of Excellence Award
- 23. Vanguard Appraisals, Inc. – Roseau Court Townhomes
- 24. Liquor Store Monthly Sales Report February 2018
- 25. February 2018 City Revenues & Expenditure report.
- 26. KLJ – Airport Status Report as of February 23, 2018
- 27. LMC-2018 Legislative Conference
- 28. RESOLUTION NO. 16-18

**RESOLUTION ACCEPTING GRANT**

**WHEREAS**, the Northwest Minnesota Arts Council, has presented to the City of Roseau, a grant of \$1,125.00 and has designated that this grant be deposited in the City of Roseau Gazebo Concert Fund.

**WHEREAS**, the City Council is appreciative of the grant 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 grant is accepted and acknowledged with gratitude, and
- 2. That the grant will be allocated to the Gazebo Concert Fund.

Adopted by the City Council of the City of Roseau, Minnesota this 5th day of March 2018.

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Clerk/Treasurer

**Delegations/Petitions/Complaints**  
None

**Committee Reports**

**Planning Commission** – did not meet.

**Roseau County Commissioner**

County Commissioner Jack Swanson informed council that CDC Peterson and Commissioner Swanson attended a Corridor for Commerce meeting to discuss possible highways that may be improved to expedite trade and safety to northern Minnesota. There is difficulty choosing a route that all of the cities can agree on. CDC Peterson would discuss this in more depth later in the Council meeting.

Commissioner Swanson also referred back to Vanguard Appraisals. Not only did they appraise the Roseau Court Townhomes but several other commercial properties. The properties had not been appraised for over 15 years so the values went up significantly.

Council member Pat Novacek asked Commissioner Swanson if he had heard about the labor dispute the Thief River Falls Public Library employees have with the Northwest Regional Library System and the affect it may have on the Roseau Library. Council member Novacek read about it in the Northern Watch paper. Commissioner Swanson had not heard more than what he had read in the article.

**Operations Committee** – did not meet.

**Oakcrest Golf Course** – did not meet

**Airport Committee** –

CDC Peterson informed council that the Airport Committee did not meet but some preliminary draft alternatives for the Arrival/Departure Building have been sent to Polaris, the DNR, Valley Med Flight and the airport committee for comment.

**EDA**

CDC Peterson informed council that the EDA met February 28<sup>th</sup>, 2018, to finalize the sale of land in the Industrial Park to Joliette Ag Systems, Inc. as no one voiced opposition to the sale.

CDC Peterson stated the other topic discussed was the DEED MIF funds that are matched to USDA funds. CDC Peterson has discussed with Representative Fabian the possibility of changing the rules, if not for everyone, then, specifically with the MIF funds that the City of Roseau holds. Representative Fabian brought this request to Representative Garofalo. Representative Garofalo was not excited about making broad changes to the MIF rules. CDC Peterson thought the City could possibly work with the League of Minnesota Cities to see if generic or specific legislation could be drafted that would allow the City of Roseau to keep all of the DEED MIF funds.

**Department Reports**

**Liquor Store**

Liquor Store Manager Linda Roseborough informed council that construction was done on the Liquor Store with the exception of the tile and trim in her office.

**Fire Department**

Fire Chief Craig McMillin provided council with the Roseau Fire Department 2018 Appointments. They are as follows:

Chief – Craig McMillin

Assistant Chief – Mark Bernat

Captain – Troy Hammer

1<sup>st</sup> Lieutenant – Nick Gustafson

2<sup>nd</sup> Lieutenant – Leon Huot

Secretary – Jeremy Grindeland

Supply Officer – Kyle Peterson

Trustees:

Nick Kvidt  
Colton Mindl

President Evan Rosemore

Vice President – Rick Bjerkquist

Training Officer:

Seth Novotny  
Colton Mindl

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it carried by unanimous vote to accept the 2018 Roseau Fire Department appointments.

Chief McMillin informed council the progress of the new fire truck can be seen online. If interested, contact Chief McMillin for the website and password.

### **Police Department**

Police Chief Ward Anderson provided council with the 2017 Annual Roseau Police Department Report. The first 10 pages are a combination of the old and new systems. The last 2 pages are the summary. Chief Anderson pointed out the differences between the two systems and stated the new system is better at categorizing what the calls are. Chief Anderson noted that NSF checks are down 35% (less checks are being written), theft and DUI's are down but mental health transports have doubled.

### **Superintendent**

Superintendent David Drown informed council that the street construction projects are going out for bids next month.

Council asked about water leaks. Superintendent Drown stated the water leak by the City Center was stopped by shutting off valves, but the cast iron pipe that runs under the bridge will have to be replaced when the weather warms up. The leak near the Hospital is the private individual's curb stop. There is also a leak at the trailer court that will be repaired.

Superintendent Drown stated that well 9 has a new pump and controller, and is back on line.

### **City Attorney**

City Attorney Michelle Moren informed council that her office has drawn up a relocation proposal for Ms. Katy Spoden that has a repayment provision in it. The relocation proposal offers Ms. Spoden up to \$2,000.00. Ms. Spoden will turn in her receipts for reimbursement. CDC Peterson stated that Ms. Spoden is expected to start around the 21<sup>st</sup> of March.

### **Community Development Coordinator**

CDC Todd Peterson informed council that Building Inspector Brad Bail is interested in conducting the building inspections for the City of Roseau. Mr. Bail would like to meet with the local contractors to discuss a schedule that would work best for everyone as Mr. Bail has a distance to travel. There are information, plans and pictures of the projects that may be

electronically sent back and forth reducing the need for Mr. Bail's presence until an inspection is necessary.

Superintendent Drown stated that there is someone local interested in getting their building inspector license that may be able to fill limited roll until licensed.

CDC Peterson informed council that Marco has everything moved to the new server except the POS system which should be completed next week.

Representative Bliss has scheduled another meeting of the North Central Corridor Task Force for April 25<sup>th</sup>.

CDC Peterson provided council with two quotes from Tricorne Audio, Inc. for the Community Center audio upgrade, as the sound system and some of the microphones are not working and cannot be split into each of the different rooms as originally designed. Frank from Frank's TV looked at the sound system, felt the problems were beyond his expertise, and recommended Tricorne Audio, Inc.

One quote from Tricorn is just for the sale and installation of new components to the sound system for the amount of \$6,190.00. (The current speakers to be re-used). The second quote of \$8,955.00 is for the wireless microphone upgrade as the current system is obsolete. Not all of the microphones work and the frequency band is owned by someone else now). The cost to upgrade everything is \$15,145.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it carried by unanimous vote to fix the components of the sound system for \$6,190.00 and buy wired microphones for now.

**Mayor and Council**

No new business.

**Unfinished Business-**

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

ATTEST:

\_\_\_\_\_  
Elizabeth Carlson Clerk-Treasurer

\_\_\_\_\_  
Mayor Jeff Pelowski