

**REGULAR ROSEAU CITY COUNCIL MEETING  
MONDAY – November 6, 2023, 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, Assistant City Superintendent Gary Przekwas, Police Chief Marc Hodge, Fire Chief Leon Huot, City Attorney Michelle Moren, Clerk-Treasurer Beth Carlson, and Roseau County Commissioner Jack Swanson.

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

Councilmember Amy Bassingthwaite motioned, Councilmember Brady Johnson seconded, and it was carried by unanimous vote to approve the October 2, 2023, regular meeting minutes, the October 17 and 18, 2023, special meeting minutes, and the November 2, 2023, special meeting minutes as written.

Councilmember Mary Hayes motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to approve the following amended consent agenda. Events in the city center needing alcohol use approval, and the October 2023 City Revenues & Expenditures were added.

1. Presentation of Accounts Payable claims October 1, 2023, through October 31, 2023, Batch AP10312023  
CK# 75059-775074 = \$36,062.17
2. Presentation of daily checks October 1, 2023, through October 31, 2023  
CK# 74917-75058=\$442,280.24  
E# 3607-3652=\$403446.39  
PR 10/15/23=\$40,921.31  
Comp & Night Diff Pay Out =\$3965.42  
PR 10/31/23=\$42,527.33  
Vac & Sick Pay Out = \$16,904.29  
Void Checks 70538,71409,70533,71199,71538,71959,72150,72345,74495, 75109, 75031.
3. Presentation of Receipt entries September 1, 2023, through September 30, 2023.
4. Presentation of Journal entries JE083123.
5. Audit Committee review of August 2023 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –  
Upcoming scheduled meetings:
  - a. December 4, 2023, Regular council meeting at 5:00 p.m.
  - b. 2023 Truth in Taxation public hearing Dec. 4, 2023, 6:00pm at the regular Council meeting.
7. Approve the use of alcohol in the City Center
  - April 20, 2024 – LifeCare Gala

- June 8, 2024 – Schmechel/Hanson Wedding
  - June 15, 2024 – Peters/Olson Wedding
  - June 22, 2024 – Erickson Wedding
  - July 27, 2024 – Mekash Wedding
  - August 10, 2024 – Wittcok/Mellstrom Wedding
  - October 14, 2024 – MN Deer Hunter’s Banquet
  - October 26, 2024 – Petersen Wedding
8. Investment–Roseau EDA Hi Fi as of 10/31/2023 is \$177,037.69.
  9. Cash in bank-Regular checking as of 10/31/2023 is \$2,658,334.15.
  10. Investment-Regular Hi Fi as of 10/31/2023 is \$1,571,444.59.
  11. Investment Certificate of Deposit as of 10/31/2023 is \$841,125.28
  12. Investment Certificate of Deposit as of 10/31/2023 is \$838,836.86.
  13. Investment Certificate of Deposit as of 10/31/2023 is \$841,411.67.
  14. Investment Certificate of Deposit as of 10/31/2023 is \$820,920.89.
  15. Investment-Roseau EDA Money Market as of 10/31/2023 is \$207,887.05.
  16. Cash in bank-Roseau EDA as of 10/31/2023 is \$25.29.
  17. BradyMartz Audit – February 12-15, 2024
  18. “2023 Christmas Lighting Contest” (The same categories as 2022 with \$675 in prizes awarded in Roseau Dough) The Roseau Civic and Commerce is willing to run the contest with the City supplying the prizes.
  19. Approve 2024 (December 1, 2023 – November 30, 2024) Liquor Licenses contingent upon all paperwork is obtained by the Clerk’s Office.
    - American Legion Club – ONSS
    - Brickhouse Bar & Grill – ONSS
    - Gene’s Bar & Grill – ONSL
    - Oak Crest Golf Club – ONSS
    - Roseau Motel & Diner – ONSL
    - Sparetime Bowl (Legends) – ONSS
    - The Pour House Bar & Grill – ONSS
  20. Approve 2024 (January 1, 2024 – December 31, 2024) 3.2 Beer Licenses contingent upon all paperwork is obtained by the Clerk’s Office.
    - Holiday Stationstore – Off sale
    - Super One Foods (Miner’s) – Off sale.

21. **RESOLUTION NO. 52-23**  
**RESOLUTION ACCEPTING DONATION**

**WHEREAS**, the following have presented to the City of Roseau, donations, and have designated that these donations be deposited for the Roseau Fire Department.

General Public \$416.00  
 Roseau Liquor Store \$186.50

**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 Roseau Fire Department.

Adopted by the City Council of the City of Roseau, Minnesota this 6th day of November 2023.

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

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

- 22. Indepth Inspections – Inspection of rental home in the Eastside Mobile Home Park.
- 23. October 2023 City Revenues & Expenditures

## **Delegations/Petitions/Complaints**

## **Committee Reports**

### **Planning Commission**

CDC Todd Peterson informed council that the Planning Commission met on October 30, 2023, at 12:00 pm.

CDC Peterson reviewed the meeting minutes.

- At 12:05 pm a public hearing was held on Conditional Use Application #2-23 (Karl Properties II LLC) for the purpose of operating a light industrial facility in a C-2 Outlying Commercial zoning district. They intend to build the steel piling foundation columns in their Warroad facility. The painting of the columns and filling with foam would be done in this Roseau facility. There were no written or oral comments received by the city prior to or at the public hearing. The Planning commission recommends the City Council approves the Conditional Use Application #2-23 (Karl Properties II LLC) for the purpose of operating a light industrial facility in a C-2 Outlying Commercial zoning district.

CDC Peterson informed council that the proposed day care in the old office area is not part of this approval process as the day care is an approved use for the zoning and the state licenses and regulates day cares. There is not a current plan for a day care. The space will just be offered if someone were to want to run a day care in the old office space of the building.

Councilmember Brady Johnson motioned, Councilmember Pat Novacek seconded, and it was carried by unanimous vote approve the Conditional Use Application #2-23 (Karl Properties II LLC) for the purpose of operating a light industrial facility in a C-2 Outlying Commercial zoning district.

- CDC Peterson reviewed Officer Vonasek's update on the progress of the clean-up report. All of the apartment buildings have complied except the apartment buildings owned by Ryan Jaenicke. Most residential home owners have complied except for some homeowners who cannot afford repairs or could not get contractors. Council discussed next steps on the apartments that are not complying. No action was taken.
- CDC Peterson informed council that he had a conversation with the Building Official Kade Paulson concerning the proposed rental inspection ordinance. Mr. Paulson stated

that as building official he could do the enforcement if he were notified and invited into the unit in question without the ordinance in place. It was the consensus of the Planning Commission to publicize the ability of tenants to utilize the city's building official to address substandard rental housing units to see if this addresses the issues.

There was discussion of tenants being hesitant to report due to potential conflict with land lord. City Attorney Moren stated that access for the building official could be by means of an administrative warrant issued by the Court if the City believes there is an issue.

- CDC Peterson reported that Planning Commission member Eric Vasco resigned due to time constraints. The Planning Commission nominated Rebecca Rosenkrans to the City Council for appointment to the Planning Commission.

Councilmember Amy Bassingthwaite motioned, Councilmember Mary Hayes seconded, and it was approved by unanimous vote to appoint Rebecca Rosenkrans to the Planning Commission.

- The Planning Commission typically does not meet during the winter unless there are applications that are received that require action. The next meeting of the Planning Commission would be March 25, 2024, unless there is an item requiring action.

### **Roseau County Commissioner**

Roseau County Commissioner Jack Swanson informed council on the following:

- Commissioner Swanson noted that the Kolberg house has been demolished. Assistant Superintendent Przekwas stated that the County provided the dumpsters, the City Crew emptied the house of appliances and things that could not be part of the demolition, and Stoskopf's demolished the building.
- The County Board will be holding another budget meeting tomorrow.
- The County is struggling to find employees for certain positions. Currently they need a highway tech.

Police Chief Hodge informed council that the County Sheriff had contacted him to see if the Roseau Police Department is interested in having a joint impound lot with the County. Chief Hodge stated that currently the City stores impounds by the City Shop. City Attorney Moren stated that there would have to be an agreement drawn up and needs more information.

### **Operations Committee**

Councilmember Pat Novacek stated that the Operations Committee did not meet but noted that the discussion of Employee Sick & Safe Time and the Juneteenth Holiday was to be carried over from the October City Council meeting.

CDC Peterson stated that the Employee Sick and Safe Time goes into effect January 1, 2024. CDC Peterson has updated the current handbook to address the current ESST. CDC Peterson also drafted an updated employee handbook merging the current employee handbook with the League model to reflect the recent law changes which needs council and employee review and would go into effect January 1, 2024.

After discussion, Councilmember Pat Novacek motioned, Councilmember Mary Hayes seconded, and it was carried by unanimous vote to adopt the language from the state statutes for

ESST employee sick and safe time for the current employee handbook, as the interpretations stand today.

Council noted that the state is still interpreting which part time employees are eligible so more language may need to be added at the December council meeting to clarify.

Councilmember Novacek stated that there will need to be an Operations Committee meeting in January.

### **Oakcrest Golf Course**

The Oakcrest Golf course is closed for the winter.

### **Airport Committee**

The Airport Committee did not meet.

### **EDA**

The EDA met on October 25, 2023, at 12:00 pm.

CDC Peterson reviewed the EDA meeting minutes. There were no actionable items.

CDC Peterson informed council the EDA is still looking for an industry rep for the board.

## **Department Reports**

### **Liquor Store**

Liquor Store Manager Niki Johnson was absent but had provided to council the Liquor Store Monthly sales report.

Councilmember Brady Johnson stated that Manager Johnson had informed him that the liquor store is fully staffed and had very good sales for Deer Hunting opener.

### **Fire Department**

Fire Chief Leon Huot informed council on the following:

- The BBQ fundraiser raised approximately \$34,000 in donations which will go towards the new truck and turn out gear.
- Firefighter Troy Hammer retired after 21 years of service and Andrew Worthley has been hired on.
- The Live Burn training on October 28 was a successful event.
- Chief Huot would like to hold off on the Knox box ordinance a little longer. It had been discussed going with a cheaper version. After further investigation Chief Ht recommends staying with the Knox box. The Knox box is more user friendly and more secure. Chief Huot would like to meet with Police Chief Hodge and the EMS Director to go over what they need.

City Attorney Moren stated that as soon as the information is provided the draft ordinance can be amended and made ready for review.

### **Police Department**

Police Chief Marc Hodge informed council on the following:

- Chief Hodge would like to recognize and thank Officer Brian DeMars for his 33 years of service with the Roseau Police Department. Officer DeMars had a total of 37 years of service with law enforcement.  
With the retirement of Police Chief Ward Anderson, Police Seargent Jeff Klein, and Police Officer Brian DeMars, the Roseau Police Department lost 99 years of service in less than a year.
- Chief Hodge informed council that Officer DeMars was not able to take vacation as there was no one to cover his last shifts and Officer DeMars went over the maximum accumulation allowed by 8.33 hours. Chief Hodge asked council approval to payout the 8.33 hours to Officer DeMars.

Councilmember Pat Novacek motioned, Councilmember Brady Johnson seconded, and it was approved by unanimous vote to pay out the 8.33 vacation hours over maximum to Brian DeMars

- Councilmember Novacek had inquired whether the Roseau Special Response Team (SRT) was an entity or was formed by a joint power's agreement. If it was formed by a joint power's agreement each department carries their own insurance. If an entity, the entity would have to carry it. Chief Hodge informed council that the SRT held a budget meeting, and the question was asked about the founding agreement. The SRT was formed many years ago and the agreement has not been located. City Attorney Moren stated that they would rewrite the joint powers agreement. Chief Hodge stated that they would not put anyone on the team until there is a current joint powers agreement in place.
- Chief Hodge asked for council approval to pay out holidays that were not used by the end of the year, due to staffing issues.

Councilmember Pat Novacek motioned, Councilmember Mary Hayes seconded, and it was carried by unanimous vote to approve paying out holidays that were not taken by the end of the year, prior to the first of the year.

- Chief Hodge informed council that the background checks for liquor licenses are the same as for the cannabinoids license, yet the city has not charged for background checks on the liquor licenses to date. The background check for the Cannabinoid's license is \$500.00.

After discussion, Councilmember Pat Novacek motioned to approve a charge for the liquor license background checks effective as of the January 1 fee schedule. The motion died for lack of a second.

- Chief Hodge informed council that he would not be working his regular hours as Chief Hodge is covering the shifts that retired Officer DeMars was scheduled for. Officer Cossentine will be starting employment for the Roseau Police Department on November 29 and will cover the remainder of Officer DeMars shifts.

- Mayor Fabian asked for Chief Hodges opinion of the Holiday hours for the police officers. Officer Hodge stated that the police officers work 12 hour shifts and it has been police department policy to pay out the holiday for 12 hours in lieu of 8 hours plus time and ½. It was consensus to leave the police officer holiday pay at 12 hours per police department policy.

### **Superintendent**

City Superintendent David Drown was absent.

Mayor Fabian congratulated Assistant Superintendent Gary Przekwas who accepted the City Superintendent position effective January 1, 2024.

Councilmember Amy Bassingthwaite motioned, Councilmember Pat Novacek seconded, and it was carried by unanimous vote to confirm Mr. Przekwas' s acceptance of the Superintendent's position at a Grade 13 Step D on the pay scale, effective January 1, 2024.

Assistant Superintendent Przekwas gave council an update on the arena and the city crew operations.

Mayor Fabian thanked the city crew for all of their work.

Council acknowledged the resignation of city employee Keegan Foss.

### **City Attorney**

City Attorney Moren informed council that she had watched the LMC webinar on the PFAS class action litigation. Neither the League nor the Attorney General's office will give a recommendation as to whether or not Cities should stay in and file claims per the deadline schedule or opt out.

There is a 11/4/23 deadline for Dupont and a 11/11/23 deadline for 3M to file objections (which City Attorney Moren didn't anticipate we will do). The opt out deadlines are 12/4/23 for Dupont and 12/11/23 for 3M.

To stay in, we don't need to take any action right now, but if we opt in we do need to file the requisite claims before the deadlines listed.

City Attorney Moren stated that the safe thing to do is to opt in.

There was discussion on the PFAS tests that had been done on the City of Roseau's waste water in the lagoons. One test indicated there was not PFAS, and the other test PFAS was in the low medium range.

Mayor Fabian inquired about testing of the city's drinking water. Assistant Superintendent Przekwas stated that the State sends various test kits almost weekly to test the city's drinking water, but currently it is not tested for PFAS.

Councilmember Amy Bassingthwaite motioned, Councilmember Mary Hayes seconded, and it was carried by unanimous vote to opt in on the PFAS class action litigation.

Councilmember Hayes inquired about the status of North Star Golf's Consumption and Display application that had been submitted to the State Department of Alcohol and Gambling. Clerk-Treasurer Carlson informed council that it has been approved by the State. City Attorney Moren will review the license.

### **Community Development Coordinator**

CDC Peterson presented to council the NMPA Electric System Revenue Bonds, Series 2023 Certificate. The Agency issued \$15.6 million of bonds, the bonds were issued for new capital projects for the NMPA's ownership share of the Coyote Station and Joint System transmission. This transaction will help complete capital projects through 2027. The following Closing Certificate is required for completion of the bond transaction. It confirms the City of Roseau's continued involvement as it relates to the Power Sales Agreement between the City of Roseau and the agency.

### **CERTIFICATE**

The undersigned, as duly qualified and acting officers of the City of Roseau, Minnesota (the "City") do hereby certify as follows in connection with the Power Sales Agreement dated March 1, 1981 by and between the City and Northern Municipal Power Agency, as amended by the Amendment dated December 1, 2013 (as so amended, the "Agreement"):

1. The Resolutions authorizing the execution and delivery of the Agreement were duly adopted at regular meetings of the City Council, held after notice thereof had been duly given and at which meetings a quorum was present and acting throughout, on March 10, 1981 and November 4, 2013, respectively, and records of which were subsequently published in accordance with law, remain in full force and effect and, except as otherwise stated herein, have not been repealed, rescinded, revoked or modified as of the date hereof.

2. The Agreement was executed and attested by the duly qualified incumbent Mayor and Clerk of the City, as of the date of each such execution.

3. The Agreement has not been further amended or modified and remains in full force and effect as of the date hereof, and constitutes a valid and binding agreement of the City enforceable in accordance with its terms.

4. The term of the Agreement ends March 1, 2055.

5. All of the representations and warranties of the City made and contained in the Agreement are true and correct as of the date hereof.

6. No litigation or proceeding is pending or, to the knowledge of the undersigned, threatened, in any court or administrative body, nor is there any basis thereof, contesting or which would contest (i) the authorization, validity or enforceability of the Agreement; or (ii) the right of the City to act in the manner provided in the Agreement; or

which would attempt to limit, enjoin or otherwise restrict or prevent the City from performing under the Agreement as therein contemplated.

**WITNESSETH** our signature, this 21st day of November, 2023.

**CITY OF ROSEAU, MINNESOTA**

Mayor

Clerk

After discussion, Councilmember Amy Bassingthwaite motioned, Councilmember Brady Johnson seconded, and it was carried by unanimous vote to approve the Northern Municipal Power Agency’s Closing certificate and authorize its signing.

CDC Peterson presented to council the following project status report.

**ON-GOING CITY PROJECT STATUS REPORT – 11/6/2023**

**POST OFFICE CLUSTER BOXES**

- The city has three “surplus” cluster boxes located in the city shop yard that can be installed in the Oak Crest West, Oak Crest South and Oak Crest Estates Developments to meet the existing and future needs of the three developments. The cluster boxes are being installed in locations approved by the Roseau Postmaster.
- The city and Post Office were unable to locate keys to the existing box locks, so the locks will be replaced with new locks (each costing approximately \$20). The cost of the new locks and installation of the cluster boxes will be charged to box users as they are assigned to residents. All future maintenance of the cluster boxes will be the responsibility of box owners and not the city of Roseau.

**CITY TREE PLANTING PROJECT (2024 & 2025 PROJECT)**

- The city was awarded \$51,900 to plant 200 trees across the city in 2024 and 2025.
- The city is awaiting grant documents before any work can be initiated. Tree stock bids will be solicited as soon as grant documents are executed for spring 2024 planting.
- The grant covers costs of materials (trees, guards, mulch & water bags), equipment (auger rental) and labor to plant and water trees over the next two years.

**WEST SIDE STORM SEWER (2024 CONSTRUCTION) – ESTIMATED PROJECT COST \$4.8 MILLION**

- Houston Engineering has completed the preliminary engineering and environmental assessments for EDA grant. Awaiting further guidance from Tom Baron at EDA on any additional information needed from city to approve grant (\$2.4 million)

- The City has reached an agreement with EDA and Railroad on permit language for pipeline crossing. Railroad is awaiting permit application from the city for project.
- City is awaiting grant agreement from MNDNR for capital grant funding, funds have been released to DNR from MMB (\$1.9 million). City has contacted MMB regarding pipeline agreement with railroad to determine if language will meet requirements for bonding funds.
- City has completed a \$237,000 PROTECT grant application for MNDOT ATP-2, awaiting County Board authorization to sponsor grant application (to be on Board agenda November 14<sup>th</sup>). Application must be submitted by November 20<sup>th</sup>.
- Houston Engineering has completed or is nearing completion of all site survey, soil borings and other data collection for final project design.
- Final design and bidding will be undertaken winter of 2023-24 for 2024 bidding and construction, if EDA grant awarded. Local cost share estimated at \$237,000.

**ROSEAU RIVER PEDESTRAIN BRIDGE (2024 CONSTRUCTION) – ESTIMATED PROJECT COST \$1.8 MILLION**

- Four grants have been obtained to fully fund the project construction (\$1.1 million MnDOT Transportation Enhancement Grant, \$250,000 DNR-Trails Grant, MnDOT \$253,000 Carbon Reduction Program Grant, and \$275,000 MnDOT Alternate Transportation Program Grant. None of the grant agreement have been executed.
- Preliminary design of the bridge and trail sections have been completed. Final design cannot be initiated until all grant agreement are executed. The city is awaiting Houston Engineering to complete a Project Memorandum addressing any potential environmental issues grant agreements can be executed. There has been a delayed response from the State Historic Preservation Office (SHPO) that is holding up the completion of the Project Memo. Houston is anticipating a SHPO response any day now.
- Final design and bidding must be completed in fall '23 or winter '24 to keep project on funding timeline.
- Sitework is planned for completion in the fall of '24 with final bridge placement in the spring of '25.

**TEN01 APARTMENT PROJECT (2024 CONSTRUCTION) – ESTIMATED COST STILL TO BE DETERMINED**

- DW Jones continues to work on a new apartment project for the Roseau EDA to meet housing demands in the community. A second 45-unit apartment project called the Ten01 is being developed for the land adjacent to the Eleven01.
- The project would be financed in a similar fashion to the Eleven01 with the sale of revenue bonds and gap funding from the State of Minnesota's Workforce Housing Grant program. Local employers Polaris, LifeCare and Karl Manufacturing have pledged contributions to the proposed project and the city has used revenue from the Eleven01 project to purchase the land for the

project. Equity funds are anticipated to come from the Roseau Court Townhomes which are owned outright by the city of Roseau and can be refinanced. The project should have minimal financial impact to the city.

- The Minnesota Housing has not yet provided a request for proposals for the new Workforce Housing Grant program. This is anticipated for November. The late announcement may make it difficult to still initiate a project in 2024.
- Construction costs and interest rates are large unknown as this time. DW Jones is in the process of developing a pro forma to determine the feasibility of the project.

**MN TH 11 RECONSTRUCTION PROJECT (2025 CONSTRUCTION) – ESTIMATED LOCAL COST \$300-400,000**

- MnDOT District 2 Staff are working on the final design for the reconstruction of MN HWY 11 from MN TH 89 to 11<sup>th</sup> Avenue NE. Project is planned for construction in the summer of 2025.
- The project will consist of a mill and overlay of the roadway from the Roseau River Bridge east to 11<sup>th</sup> Avenue NE and a completed reconstruction and narrowing of the highway from the Roseau River Bridge west to TH 89 to accommodate wider sidewalks to meet accessibility standards. The project will also involve the complete reconstruction of sidewalks on both side of the highway as the current sidewalks do not meet accessibility requirements. The project will also involve the removal of all boulevard trees along the corridor.
- MnDOT has notified city officials of the requirement for the local unit of government to cost share on some of the items involved in the project including street lighting (estimated at \$175,000), signal lighting (estimated at \$125,000) and utility relocations which cost is unknown at this time. All remaining items will be paid 100% by MnDOT.
- The city has raised concerns about the cost-share of the project and has requested credit for providing easements and right of way at no cost to MnDOT. This is being considered by MnDOT, but it is not standard practice. The city and Houston Engineering are also looking for alternative funding sources to defray these costs.

**ROSEAU AIRPORT PROJECTS (2024-5) AWOS REPLACEMENT & RUNWAY RECONSTRUCTION – ESTIMATED PROJECT COSTS \$2.7 MILLION**

- TKDA has begun design of the runway reconstruction and AWOS replacement projects.
- The AWOS or automated weather observation system is scheduled to be replaced in 2024. Initially, this was going to be a cost-shared project with MnDOT Aeronautics at 75/25, but recent funding changes at MnDOT Aeronautics has change the cost share to 100% State.
- The runway reconstruction project is scheduled for 2025 and will require closing the airport for much of the summer of 2025 to complete the work. The local cost share of the project will be \$120,000 with FAA paying 90% of the cost, and the State and City splitting the remainder 50/50.

- The city and TKDA have scheduled a conference call with FAA and MnDOT to discuss the runway length at the Roseau Airport. Polaris has a stated goal of replacing their Cessna Citation jet and Beechcraft King Air turbo prop aircraft with new Embraer Praetor and Phenom jet aircraft. These new aircraft have longer runway requirements and would not be able to land in Roseau during any adverse weather conditions. The city is requesting FAA allow ROX to transition to a longer runway to meet the new conditions as outlined in the airport’s master plan.

**MN TH 89 RECONSTRUCTION TO AN URBAN SECTION (2026 CONSTRUCTION) - ESTIMATED LOCAL COST \$700,000**

- Houston Engineering and MnDOT District 2 continue to work on the final design of TH 89 as an urban highway from 7<sup>th</sup> Street SW to TH 11. The reconstruction of the highway would involve the lowering of the roadway, installation of a curb and gutter highway with associated stormwater facilities to eliminate the existing deep ditches. Roundabouts will be constructed at the 6<sup>th</sup> Street SW and Center Street intersections. Pedestrian facilities are planned for the east and west sides of the highway.
- MnDOT is seeking input from the city on cost-shared items including the reconstruction of the local street legs of the roundabout at 6<sup>th</sup> Street, highway lighting and pedestrian facilities outside of the MnDOT right of way. Initial estimates of these cost shared items could be as much as \$700,000. The city and Houston Engineering are seeking alternative funding sources to help defray these costs to the city.

**MEMORIAL ARENA – HISTORIC DESIGNATION**

- The city of Roseau has contracted with Daniel Hoisington (Historian) to complete a National Register of Historic Places nomination for Memorial Arena. The nomination document should be completed by early November for submission to the State Historic Preservation Office (SHPO) in St. Paul for review and approval. If approved by the State, the nomination will be forwarded to the National Park Service in Washington D.C. for consideration of designation. The work of Mr. Hoisington was funding 100% by a State Historic Preservation Grant.
- If the city is successful in obtaining federal historic designation for Memorial Arena it would make the facility eligible for State Legacy funding for preservation and restoration work to the facility, including key items like the facility structure, roofing, mechanical systems, etc.

**ROSEAU ATV PARK**

- The city has met with representatives from the Powersports Group and the MnDNR on the best avenue to move forward in developing the Roseau ATV Park. It was the consensus of the group that it made sense to attempt to get the ATV park and associated trails incorporated into the MNDNR Off-Highway Vehicle Grant-in-Aid Program (GIA). The GIA program would help provide structure and funding for the on-going operation and maintenance of the park and trails.

- Levi Marland has been leading the effort to develop a master plan for improvements to be incorporated in the city's GIA application. To complete the application, the city still needs to obtain good cost estimates for some of the proposed improvements. Allen Larson, with the DNR (Hayes Lake SP Manager) is the main contact for the city in developing our GIA application.

## **ROSEAU WELLNESS CENTER**

- JLG Architects has completed a feasibility study for the proposed design of a new Wellness Center for the Roseau Community. This study has been posted to the Roseau website for public review and comment.
- Amy Haggemiller, Duluth YMCA, has been hired by the Wellness Center Committee to complete a pro forma business plan for the operation and maintenance of the wellness center as developed by JLG. The cost of the business plan is estimated at \$1,000.
- All costs to date, have been paid with a \$40,000 Blandin Foundation grant.
- The City of Roseau submitted a \$5.75 million capital grant to the Minnesota Legislature for consideration in 2024. The Minnesota Senate Bonding Committee was in Roseau in August to hear about the project.
- The matching funds for the State Capital grant were projected to be provided with a potential local sales tax. However, a moratorium in the 2023 legislature on all new local sales taxes has halted that effort. No alternative source of matching funds has been identified. A State task force is researching local sales taxes and charged with providing recommendations to the legislature in January. The task force has not yet developed any recommendations. The city has provided a comment letter to the task force on the importance of this local revenue option.

## **ROSEAU RIVER WATER TRAIL – GREATER MINNESOTA REGIONAL PARKS AND TRAIL DESIGNATION**

- The Roseau River Water Trail was identified as a project with good potential to be designated as a Greater Minnesota Regional Park/Trail and was invited to provide a full master plan for project development and funding.
- In March of 2023 the city of Roseau, on behalf of the trail partners submitted a Master Plan to the GMRPTC for consideration.
- On October 27<sup>th</sup> Todd Peterson, Jane Evans, and Tracy Halstensgard met with Joe Czapiewski and Renee Mattson of the Greater Minnesota Regional Parks and Trails Commission in Roseau to tour the proposed trail and park sites for possible designation.
- If the RRWT is designated as a regional trail by the GMRPTC the park areas designated in Malung, City of Roseau, Ross and at Trangsrud land would become eligible for improvement funding as outlined in the RRWT master plan.

CDC Peterson has been talking with MnDOT on the requirement for the local government cost share on some of the items that involves the street lighting and signal lights (\$300,000) on the MN TH11 reconstruction project. It is the city's stance that this is a State initiated project so the State should fund the highway lighting, but MnDOT's project managers stance is that the city must participate in the cost-share for these elements as outlined in State directives. CDC Peterson then contacted Brian Ketring the MnDOT State Aid Engineer. Mr. Ketring stated that there are grants the city could apply to help offset the costs. CDC Peterson noted there may also be city utilities that may need to be moved from the bridge west all at the city's cost.

CDC Peterson stated that the same thing is happening on the MN TH89 reconstruction project. The state is seeking local cost share from the city on pavements and lighting which could be as much as \$700,000.

CDC Peterson informed council that to extend the runway to accommodate the jets Polaris is purchasing, the FAA is wanting the gas line that currently runs under the runway to be moved. This would be cost prohibitive to the city. CDC Peterson reviewed the easement with the gas company and the gas company may have to cover the cost of relocation per the language in the easement. The FAA may cover 90% of the relocation of the gas line and the gas company may have to cover the other 10%.

### **Mayor Council**

- **Discuss Budget 2024**

CDC Peterson provided the most current budget and reviewed the requested changes with council. CDC Peterson stated that some of the capital projects could come out of the reserves as the city has healthy reserves and some of the capital projects cannot be postponed. CDC Peterson informed council that he has found a utility rate setting model to input data and is working with Deputy Clerk-Treasurer/Utility Billing Manager Angie Vonasek to access data on water rates to determine what increase should be put on the customer charge and what should be put on water usage.

Councilmember Novacek inquired about the Park Board paying for the banners on Main Street. CDC Peterson stated that it was Beautification that paid for the banners.

Councilmember Novacek noted that the Polaris 70<sup>th</sup> Anniversary is going to cost the city to get the Park, Arena, and the City as a whole ready for that event with the extra law enforcement, utilities, and street cleaning etc.

Councilmember Bassingthwaite informed council that a bar owner had asked if there would be a discount on the \$2,000 cannabinoids license from the city as they already purchase a \$2,000 liquor license.

Council discussed the unknowns of the cannabinoids, the manufacturing of the products and how the levels in the product are regulated, and the extra work it may put on law enforcement. No action was taken.

Council asked if there was someone hired to fill Mr. Foss's position. Assistant Superintendent Przekwas indicated that Hunter McFarlane is a seasonal person

temporarily hired for that position as Mr. McFarlane works for Roseau Electric in the summer.

**Unfinished Business-**

There being no further business Councilmember Brady Johnson motioned to adjourn the City Council regular meeting, Seconded by Councilmember Mary Hayes and it was carried by unanimous vote.

ATTEST:

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

\_\_\_\_\_  
Mayor Dan Fabian