

**SPECIAL ROSEAU CITY COUNCIL MEETING
TUESDAY – OCTOBER 17, 2023 @ 5:00 P.M.
ROSEAU CITY CENTER COUNCIL CHAMBERS
121 Center Street East Suite 201
Roseau, MN 56751**

A Special meeting of the Roseau City Council was held on the above date, time and place. Members present were Mayor Dan Fabian, Council members Brady Johnson, Mary Hayes, Amy Bassingthwaite and Pat Novacek. Others present were Community Development Coordinator Todd Peterson, Billing Administrator Angie Vonasek, Utility Coordinator Mike Picard, Park & Recreation Director Hunter O’Leary, Liquor Store Manager Niki Johnson, Fire Chief Leon Huot, Jared Strand, Josh Weckman, and City Attorney Michelle Moren.

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

Pursuant to due call and notice a special meeting of the Roseau City Council was held on the above date, time and place. The purpose of the meeting was to:

- Meet with Department heads/committees on 2024 City Budget requests
 - Roseau Park Board
 - Gilbertson Field
 - Roseau Arena Board
 - Roseau Oak Crest Golf Course
 - Roseau County Museum
 - Roseau Liquor Store
 - Fire Department
 - Streets/Utilities
- LG220 Application for Exempt Permit

The City Council heard from the various boards/committees/department heads on their budget requests for 2024. The City Council took all the recommendations under advisement.

Community Development Coordinator

Community Development Coordinator Peterson presented the proposed rental rates and budget expenditures for the Roseau Court Townhomes and the Eleven01 Apartments. It was noted that the rental rates for the Roseau Court Townhomes were the maximum increase that Minnesota Housing would approve, though they are considerably lower than the Eleven01. Minnesota House maintains a mortgage on the Roseau Court property. In 2025 the city intends to refinance the Roseau Court Townhomes allowing rental adjustments closer to Eleven01 to be made to bring the two in line with each other. After discussion, Councilmember Amy Bassingthwaite motioned, seconded by Mary Hayes to approve the Roseau Court Townhomes and Eleven01 Apartment rental rates and budget expenditures as recommended by D.W. Jones Management. The motion passed by unanimous vote.

Community Development Coordinator Peterson provided some background budget information for Council to consider including: historic tax capacity and city levy amounts, a ten year listing of upcoming capital improvement projects that have been identified, the city’s unreserved fund balance policy, and the city’s enterprise funds historic profit and loss analysis and current utility rates. It was noted that the Liquor and Electric Enterprises were running at healthy margins sufficient to be able to make general fund transfers and future capital improvements; however, the Water, Sewer and Garbage Enterprises are not currently making sufficient profits to keep up with budgeted transfers and future capital improvement needs. It was also noted that the water and sewer utility rates were below comparable communities and well below amounts required to be eligible for State and Federal funding assistance.

Community Development Coordinator Peterson also reviewed the health insurance renewal from Medica. It was noted that the overall increase in cost of the plan would be approximately 1.1%, but that this was dependent on the current employee census remaining unchanged over the coming year. After discussion, Councilmember Brady Johnson motioned, seconded by Councilmember Amy Bassingthwaite to approve the Medica Choice Passport MN 5800-35% HSA Bronze Health Insurance Plan for the employees for 2024. The motion passed with

Councilmembers Bassingthwaite, Hayes, Johnson and Fabian voting in favor and Councilmember Novacek voting against.

The Council reviewed a local gaming permit application from the Roseau Eagles Aerie 3882 to conduct bingo at the Roseau American Legion Club on November 11, 2023. After discussion, Councilmember Amy Bassingthwaite motioned, seconded by Councilmember Brady Johnson to approve the LG220 Application for Exempt Permit for the Roseau Eagles. The motion passed by unanimous vote.

There being no further business Councilmember Mary Hayes motioned, Councilmember Amy Bassingthwaite seconded, and passed by unanimous vote.

ATTEST:

Community Development Coordinator

Mayor

**SPECIAL ROSEAU CITY COUNCIL MEETING
WEDNESDAY – OCTOBER 18, 2023 @ 5:00 P.M.
ROSEAU CITY CENTER COUNCIL CHAMBERS
121 Center Street East Suite 201
Roseau, MN 56751**

A Special meeting of the Roseau City Council was held on the above date, time and place. Members present were Mayor Dan Fabian, Councilmembers Brady Johnson, Pat Novacek, Mary Hayes, and Amy Bassingthwaite. Others present were Community Development Coordinator Todd Peterson, Police Chief Marc Hodge and City Attorney Michelle Moren.

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

Pursuant to due call and notice a special meeting of the Roseau City Council was held on the above date, time and place. The purpose of the meeting was to:

- Meet with Department heads/committees on 2024 City Budget requests
 - City Administration
 - Special Revenue Funds
 - Police Department
- Discuss Police Department Modifications to address Police Officer Shortage
- City Superintendent Search and Interview Evaluation

The City Council heard from two department heads on their budget requests for 2024.

The City Council took all of the budget recommendations under advisement, and after discussion, directed Community Development Coordinator Todd Peterson to assemble a new budget with changes as discussed during the budget meeting into a revised budget for presentation at the November 6, 2023 Regular City Council Meeting.

Police Chief Marc Hodge presented information on the difficulty police departments across Minnesota are having in finding police officers. The shortage in available police officers has made Roseau’s traditional staffing set up with 5 FT patrol officers and 2 PT patrol officer unworkable as there are no part-time officers available with all the full-time openings currently offered. The only alternatives available to address this issue is to reduce coverage within the city to less than 24-hours a day or to add another shift with 2 additional full-time officers that can rotate into open shifts to cover absences in the regular officer rotation. Chief Hodge presented the potential cost of adding 2 additional FT officers to replace the current part-time positions. It is estimated that the new officers would increase

the overall Police Department budget somewhere between \$66,000-101,000 depending on the pay level and benefits of the new hires. It was the consensus of the City Council that it was important to maintain a 24-hour police force and that the city should investigate the ability to hire two additional officers. Mayor Dan Fabian motioned, seconded by Councilmember Pat Novacek to initiate the process of increasing the Police Department Budget to include two new full-time police officers in lieu of the two existing part-time officers and to advertise those new full-time positions. The motion passed by unanimous vote.

The Roseau City Councilmembers, City Attorney Michelle Moren and CDC Todd Peterson were tasked with reviewing the thirteen (13) applicants for the city's Public Works Director position prior to the evening's special meeting. Each ranking was done on a points basis using the minimum requirements of the position for education and experience as outlined in the city's job description. Each person provided their top five (5) candidates based on their scoring. The following three (3) applicants were present in all seven (7) evaluator's top-five rankings:

- Gary Przekwas – City of Roseau
- Mike Picard – City of Roseau
- Payton Hill – City of Apple Valley

It was Council consensus to bring in the top three applicants for interviews on November 2, 2023. The remaining ten (10) applicants would not continue any further in the evaluation process.

There being no further business Councilmember Amy Bassingthwaite motioned to adjourn, seconded by Mary Hayes and passed by unanimous vote.

ATTEST:

Community Development Coordinator

Mayor