

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – OCTOBER 6, 2014 @ 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 Pat Novacek, Curt Ireland, and Linda Vatnsdal. Absent Don Ross. Others present were Community Development Coordinator Todd Peterson, Superintendent David Drown, Chief of Police Ward Anderson, City Attorney Pat Moren, Assistant City Attorney Michelle Moren, Liquor Store Manager Linda Roseborough, City Treasurer Elizabeth Hellquist, Roseau County Commissioner Jack Swanson - WILD102 Radio, Roseau Promotions – Lyle Grindy, Helen Anderson – Tobacco Free Coalition,(TFC), Paula Hedlund and Sharon Brett – Lifecare, Zach Swanson and Sonya Peterson – Roseau Park Board, Jeanne Wurzbacher, Maddox Wurzbacher, Logan Hedlund and Lauren Hedlund.

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

Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the September 8th, 2014 Regular meeting minutes.

Council member Curt Ireland motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the September 26th, 2014 Special Council meeting minutes.

Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the following Consent Agenda items:

1. Accounts payable claims from September 1st, 2014 through September 30th, 2014 as presented, with a batch number of AP093014 and is filed in edit books in the City Clerk's Office.
2. Daily Batch checks written from September 1st, 2014 through September 30th, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
3. Receipt entries August 1st, 2014 through August 31st, 2014 were audited, approved and are filed in edit books in the City Clerk's Office.
4. Journal entries batch JV073114 were audited, approved and are filed in edit books in the City Clerk's Office.
5. A review of July 2014 General Ledger checks written compared with check images on the bank statements found no irregularities.
6. Notices and Communications –
 - a. Upcoming scheduled meetings – November 3rd, 2014 Regular meeting at 5:00 pm
7. Approve the use of alcohol in the Community Center – MN Wheat Growers to be served January 22, 2015.
8. Investment-Roseau EDA Hi Fi as of 9/29/14 is \$239,298.19
9. Cash in bank-DNR Escrow as of 9/29/14 is \$2,000.00
10. Cash in bank-Regular checking as of 9/2/14 is \$2,036,422.15
11. Investment-Regular Hi Fi as of 9/29/14 is \$1,472,652.28
12. Investment-Certificate of Deposit as of 9/29/14 is \$768,941.21
13. Investment of Certificate of Deposit as of 9/29/14 is \$772,977.66.
14. Investment of Certificate of Deposit as of 9/29/14 is \$775,595.95.
15. Investment of Certificate of Deposit as of 9/29/14 is \$782,403.53.
16. Cash in bank - Airport Fuel Sales Credit Card as of 9/92/14 \$17,642.73.
17. Investment - Roseau EDA Money Market as of 9/29/14 is \$72,770.40.
18. Cash in bank - Pine to Prairie Birding Trail as of 9/29/14 is \$6,257.12.
19. Cash in bank - Scandinavian Festival as of 9/29/14 is \$2,488.12.
20. Cash in bank – Welcome to Roseau as of 9/29/14 is \$1,312.17.
21. Cash in bank - Roseau EDA as of 9/29/14 is \$490.48.
22. Liquor Store September 2014 monthly sales
23. Integra Telecom of Minnesota – Information only. Integra is in the process of establishing interconnection agreements with CenturyLink and Frontier.

24. NMPA/Minnkota Position on New EPA Carbon Rule-Information only. The public comment period on this rule is nearing a close. If implemented this New EPA Carbon rule will be expensive. The EPA intends to issue a final rule in June 2015, but many feel it will be held up in court.
25. CDC Todd Peterson presented council with Resolution #30-14 MN DOT Airport Grant Agreement. This agreement will remain in effect until October 31, 2018. The items of work to be done are: Construct bay hangar & site prep; construct parking lot; expand access road. The cost breakdown, not to exceed \$724,150.67 is: Federal Share 90%, (\$651,735.00); State Share 5%, (\$36,207.53); and Local Share 5%,(\$36,208.14).

**RESOLUTION #30-14
AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION**

It is resolved by the City of Roseau as follows:

1. That the state of Minnesota Agreement No. 06650, "Grant Agreement for Airport Improvement Excluding Land Acquisition," for State Project No. A6801-31 at the Roseau Municipal Airport is accepted.
 2. That the Mayor and Community Development Coordinator are authorized to execute this Agreement and any amendments on behalf of the City of Roseau.
26. September 2014 City Revenues & Expenditures.
 27. CGMC Water Quality Standards - Information only. The Minnesota Environmental Science and Economic Review Board (MESERB), The Coalition of Greater Minnesota Cities (CGMC), and the League of Minnesota Cities (LMC), plan to file an appeal the Minnesota Court of Appeals, challenging new water quality standards adopted by the Minnesota Pollution Control Agency.

Delegations/ Petitions/Complaints

- a. Helen Anderson, Paula Hedlund and three elementary students, Lauren, Logan, and Maddix, shared information on the Tobacco Free Coaliton, Roseau County Student Tobacco Survey and discussed possible tobacco-free outdoor spaces that kids frequent. Funding to facilitate implementation of tobacco free polices are funded by a grant from the Department of Health. The elementary students shared their experiences with smoke filled public areas, (such as parks and outside the arenas), and their work through commercials to have it stopped. Helen Anderson of the Tobacco Free Coalition asked council to draft a policy for the City of Roseau, to make its public outdoor spaces smoke free. Helen Anderson is sending council a copy of the commercial, samples of policies and signage other cities have implemented. Council would like to review these and have the Tobacco-Free Outdoor Spaces set as a future agenda item.
No Action Taken.
- b. Park Board – Grant Application
Zack Swanson and Sonya Peterson presented council with a grant application to Northwest Minnesota Foundation to seek grant funding to pay a portion of the costs associated with hiring a consultant to lead a master planning effort to the South Riverview Park site. The Roseau Park Board would like to develop a new summer splash/skate park and winter sledding/skating area, with a bathroom/warming house.

After discussion Council Member Pat Novacek motioned, Council Member Curt Ireland seconded and it was carried by unanimous vote to approve Resolution #29-14, submitting the grant

application to the Northwest Minnesota Foundation.

Resolution #29-14

Whereas, the City of Roseau understands the importance of livable communities and providing residents with amenities that contribute to the value of place; and

Whereas, the Roseau Park Board has initiated a process to hire a consultant to develop a master plan for the Riverview South Park as part of its overall mission to provide park and recreational opportunities for the community;

Now therefore be it resolved, that the City of Roseau authorizes its Community Development Coordinator to submit an application to the Northwest Minnesota Foundation to seek grant funding to pay a portion of the costs associated with hiring a consultant to lead a master planning effort for the South Riverview Park site.

Be it further resolved, that the Mayor and Community Development Coordinator are authorized to execute all paperwork necessary to make this application and accept funds.

Signed:

Witnessed:

Jeff Pelowski 10/06/2014
Roseau Date City Treasurer Date

Elizabeth Hellquist 10/06/2014 Mayor, City of

MOTION: Pat Novacek

SECOND: Curt Ireland

AYE: Jeff Pelowski, Pat Novacek, Curt Ireland, Linda Vatnsdal

OPPOSE: None

Committee Reports

Roseau Promotions – Lyle Grindy of the C&C informed council on the following items:

Saturday September 27th the C&C sponsored the “Annual Pumpkin Fest”. \$300 in Roseau Dough was shared by different categories. Saturday was also the last Farmers Market sale day. Each year it has grown.

Thursday October 9th is the Moonlight Madness promotion and Annual Customer Appreciation Lunch. Registration slips will be given for each \$10 spent at a C&C member store. The drawing for \$500 Roseau Dough will be Friday.

The C&C will launch a New Online Shopping Site called “Deals & Steals”. Each C&C member store will be listing Hot Specials with items listed for a short time. The site is Facebook, search for Roseau Civic “Deals & Steals”.

Planning Commission

Community Development Coordinator Todd Peterson –Presented Council with the Amendment of Zoning Ordinance from Steven and Richard Dorwart. Steven and Richard Dorwart requested that property at 201 8th Ave NE/Sander’s/Brdt’s RYRU, BLK 1, Lots 7 & the East ½ of Lot 8, currently zoned commercial C-1, be changed to R-1 residential zoning. CDC Todd Peterson informed council that there were no written or oral comments at the public hearing. The Planning Commission makes the recommendation for City Council to approve Ordinance #26 to amend the Roseau City Code Governing Land Use Regulation.

After discussion Council Member Linda Vatnsdal motioned, Council Member Curt Ireland seconded, and it was carried by unanimous vote to approve Ordinance #26.

MOTION: Linda Vatnsdal

SECOND: Curt Ireland

AYE: Jeff Pelowski, Linda Vatnsdal, Curt Ireland, Pat Novacek
OPPOSE: None

ORDINANCE NO. 26 THIRD SERIES
(Uncodified)

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA, TO AMEND THE ROSEAU CITY CODE SECTION 154.003 (1986 Code §11.03) GOVERNING LAND USE REGULATION (ZONING); SAID SECTION 154.003 (1986 Code §11.03) BEING ENTITLED “DISTRICTS ESTABLISHED, ABBREVIATIONS, ZONING DISTRICT MAP, ANNEXATION AND ZONING PERMITS”.

The City Council of the City of Roseau, Minnesota, ordains as follows:

SECTION 1. That the official zoning district map incorporated by reference in the Roseau City Code, Section 154.003 (1986 Code §11.03), is amended to reclassify the following described real estate from C-1 (CENTRAL COMMERCIAL DISTRICT) to R-1 (SINGLE FAMILY RESIDENCE).

Lot Seven (7) and the East Half (E ½) of Lot 8 of Block One (1) in Sanders and Brandts Railway Addition to the City of Roseau, according to the Plat thereof on file and of record in the office of the County Recorder, Roseau County, Minnesota.

SECTION 2. All ordinances and parts of ordinances inconsistent with this ordinance are hereby repealed.

SECTION 3. The ordinance shall take effect and be in full force after its passage and publication.

Dated this 6th day of October, 2014.

APPROVED:

Jeff Pelowski Mayor

ATTEST:

Elizabeth Hellquist
Acting City Clerk

(Publication in the Roseau Times Region Newspaper on the ____ day of October, 2014.)

CDC Todd Peterson informed council on the status of the sign ordinance development.

CDC Todd Peterson presented pictures of the Greg Herling property. Greg and Louis Herling are in violation of Section 93.18 of Roseau City Ordinance. The Herling's must provide an acceptable plan for the removal of items outlined in the complaint by October 27, 2014 or the City will take action to abate the nuisance.

Roseau County Commissioner Jack Swanson reported that Wiktel and Sjobergs are working on a grant to get more broadband fiber to underserved areas in the county. Commissioner Swanson also reported that the levy and budget were at a 0% increase and that it has not been raised since 2010.

Operation Committee – No new business.

Oak Crest Golf Course – No new business

Airport Committee

CDC Todd Peterson informed Council that Hangar construction would begin next spring, and the Airport Zoning ordinance is complete.

CDC Peterson attended a capital improvement meeting. MN DOT brought up the possibility of straightening the road by the airport as the train tracks no longer cross it. As this would affect the airport the Federal government would have to be involved, it could be a lengthy process.

Beautification Committee – No new business

EDA – CDC Todd Peterson gave the council a housing update.

Department Reports

Liquor Store

Liquor Store manager Linda Roseborough informed council that the part time labor is going over budget. The part time labor is still saving the city approximately \$20,000 over hiring another full time employee.

Fire Department- The Fire Departments Ball was a big success.

Police Department-

Police Chief Ward Anderson would like to, if needed, put an extra part time patrol officer on Friday and Saturday nights for the remainder of the year. This would cost approximately \$2,400. The part time officers are already over budget.

After discussion Council member Curt Ireland motioned, Council member Linda Vatnsdal seconded, and to was carried by unanimous vote to approve putting an extra part time patrol officer on Friday and Saturday nights, if needed, for the remainder of the year.

Police Chief Anderson informed council the new squad car would be ready at the end of the month.

Superintendent

City Superintendent David Drown informed council the new score board is installed in the Memorial Arena. The City of Badger has inquired about the old score board. City Superintendent Drown recommended donating the old score board to the City of Badger.

Council member Pat Novacek motioned, Council member Linda Vatnsdal seconded, and it was carried by unanimous vote donate the old arena scoreboard to the City of Badger.

City Superintendent Drown informed council he is working with the contractor on the Oakcrest West Street Project water leak issue. There are four areas that have to be repaired.

City Attorney

City Attorney presented Ordinance #27 combining the City Clerk and City Treasurer positions to council.

Council member Curt Ireland motioned, Council member Linda Vatnsdal seconded, and it carried by unanimous vote to approve Ordinance #27.

ORDINANCE NO. 27 THIRD SERIES
(Codified)

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA, TO AMEND TITLE III OF THE ROSEAU CITY CODE ENTITLED "ADMINISTRATION", CHAPTER 30 ENTITLED "CITY COUNCIL; CITY OFFICIALS" BY AMENDING SECTION §30.35 ENTITLED "CITY CLERK AND CITY TREASURER".

The City Council of the City of Roseau, Minnesota, does ordain as follows:

Section 1: That Title III of the Roseau City Code entitled "Administration" Chapter 30 entitled "City Council; City Officials" by amending Section §30.35 entitled "City Clerk and City Treasurer" is hereby amended to read as follows:

§30.35 COMBINED OFFICE OF CITY CLERK AND CITY TREASURER

(A) Pursuant to the authority granted by M.S. §412.591, as it may be amended from time to time, the offices of the City Clerk and City Treasurer are hereby combined to one office, that being the City Clerk-Treasurer.

Section 2: Term of Office. The Clerk-Treasurer shall be appointed by the City Council for an indefinite term and until a successor is sworn into office.

Section 3: Compensation. The City Council shall determine the compensation to be paid to the City Clerk-Treasurer.

Section 4: Audit Standards if Combined. (a) Pursuant to Minnesota Statutes §412.591 "If the offices of clerk and treasurer are combined as provided by this section, and the city's annual revenue for all governmental and enterprise funds combined is more than the amount in paragraph (b), the council shall provide for an annual audit of the city's financial affairs by the state auditor or a certified public accountant in accordance with minimum procedures prescribed by the state auditor. If the offices of clerk and treasurer are combined and the city's annual revenue for all governmental and enterprise funds combined is the amount in paragraph (b), or less, the council shall provide for an audit of the city's financial affairs by the state auditor or a certified public accountant in accordance with minimum audit procedures prescribed by the state auditor at least once every five years, which audit shall be for a one-year period to be determined at random by the person conducting the audit.

(b) For the purposes of paragraph (a), the amount in 2004 is \$150,000, and in 2005 and after, \$150,000 adjusted for inflation using the annual implicit price deflator for state and local expenditures as published by the United States Department of Commerce."

Section 5: All ordinances and parts of ordinances inconsistent with this ordinance are hereby repealed.

Section 6: This ordinance shall take effect and be in full force after its passage and publication.

Dated this 6th day of October, 2014.

APPROVED:

Jeff Pelowski Mayor

ATTEST:

Elizabeth Hellquist
Acting City Clerk

(Publication in the Roseau Times Region Newspaper on the ____ day of October, 2014.)

Community Development Coordinator

Community Development Coordinator Todd Peterson informed council the city employees' current health insurance expires the end of November. If the city employees were to stay with Medica there would be one month that MAYO Clinic would not be available to them. Health Partners has comparable coverage for the same cost and MAYO Clinic would be available. A decision will have to be made at the November meeting.
No action taken.

CDC Peterson informed council, Zavoral is working on the East Diversion project. Trees have been cleared and trench drains are being installed in the banks. Projected completion of the channel is March of 2015. A plug at the river will remain in place until the project "greens up" so sediment will not be in the run off. This plug can be removed in the case of emergency. Once vegetation is established in the channel the restriction structure can be completed.

CDC Peterson informed council of the housing construction projects:
Construction is in process on Parkland Place, though still awaiting the appraisal to complete the financing. Tamarac Place has some design changes. They plan to close on the bonds in December and will start construction in the spring of 2015.
The school Spec house has the foundation ready to pour. The school hopes to have it enclosed by mid-December.

Mayor and Council

It was council consensus to set October 22nd and October 23rd, 2014 as budget meeting dates.

Unfinished Business-No unfinished business.

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

ATTEST:

City Treasurer

Mayor