

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – October 7, 2019 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, Amy Bassingthwaite, Jane Evans and Brady Johnson Absent: none. Others present were, Community Development Coordinator Todd Peterson, Liquor Store Manager Linda Roseborough, Fire Chief Craig McMillin, Parks and Rec Director Sara Hammann, City Attorney Michelle Moren, Clerk-Treasurer Beth Carlson, Jack Swanson – Wild 102 radio, Karl Nelson and Bill O’Connell.

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

Council member Amy Bassingthwaite motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the September 9, 2019 regular meeting minutes as written.

Council member Pat Novacek motioned, Council member Jane Evans seconded and it was carried by unanimous vote to approve the September 17, 2019 special meeting minutes as written.

Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to approve the following Consent Agenda, as written

1. Presentation of Accounts Payable claims September 1, 2019 through September 30, 2019 Batch AP09302019.
CK# 67021-67079 = \$257,938.64
2. Presentation of daily checks September 1, 2019 through September 30, 2019
CK# 66913-67020 = \$138,534.33
E# 1598-1645 = \$386,852.03
PR 09/15/19 = \$34,696.01
PR 09/17/19 = \$6,368.33
PR 09/17/19 = \$160.88
PR 09/30/19 = \$41,463.44
3. Presentation of Receipt entries August 1, 2019 through August 31, 2019.
4. Presentation of Journal entries JE073119.
5. Audit Committee review of July 2019 General Ledger checks written compared with images on the bank statement.
6. Notices and Communications –
Upcoming scheduled meetings:
 - a. November 4, 2019 Regular council meeting at 5:00 p.m.
7. Approve the use of alcohol in the Community Center –
 - a. MN Wheat Growers – January 9th, 2020
8. Investment–Roseau EDA Hi Fi as of 10/01/2019 is \$149,258.74
9. Cash in bank-Regular checking as of 10/01/2019 is \$2,468,408.86.

10. Investment-Regular Hi Fi as of 10/01/2019 is \$1,559,643.17.
11. Investment Certificate of Deposit as of 10/01/2019 is \$809,422.54
12. Investment Certificate of Deposit as of 10/01/2019 is \$800,361.38.
13. Investment Certificate of Deposit as of 10/01/2019 is \$801,033.41.
14. Investment Certificate of Deposit as of 10/01/2019 is \$795,099.90.
15. Investment-Roseau EDA Money Market as of 10/01/2019 is \$206,608.64.
16. Cash in bank-Roseau EDA as of 10/01/2019 is \$476.81.
17. Roseau Promotions Director Report
18. LG220 – KC Pro West, Inc – Gene’s Bar & Grill
19. LG240B – Voiture Locale 1436 40/8 – American Legion
20. LG240B – Veterans Memorial Park – VFW Post 8663 – 11/09/19
21. LG240B – Veterans Memorial Park – VFW Post 8663 – 11/19/19
22. MN Dept. of Human Services – Paul and Lori King, Child Foster Care
23. Roseau County Assessor – Change in Assessment Rates
- 24.

R 45-19 RESOLUTION

WHERE AS, in accordance with the Minnesota Statutes § 345.31-345.60 (Minnesota Uniform Disposition of Unclaimed Property Act) requirement that cities must remit unclaimed property to the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED, that Roseau City Clerk-Treasurer Elizabeth Carlson be and is hereby authorized to remit four (4) unclaimed warrants to the State of Minnesota Department of Commerce Unclaimed Property Division totaling \$113.59.

<u>Ck. No</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>
#63392	10/17/2017	\$ 20.00	Bill Yates
#63574	12/05/2017	\$ 34.44	Marian Mullins
#63968	02/14/2018	\$ 47.70	Dakotah Petersen
#64870	08/08/2018	\$ 11.45	Carlos Anderson

Approved this 7th day of October, 2019

Jeff Pelowski, Mayor

ATTEST:

Elizabeth Carlson, City Clerk-Treasurer

25.

RESOLUTION NO. #46-19
RESOLUTION ACCEPTING DONATION

WHEREAS, the Roseau Lodge A.F & A.M. No. 268 has presented to the City of Roseau, a donation of \$200.00, and has designated that this donation be deposited in the City of Roseau South Riverview Park Fund for the basketball court.

WHEREAS, the City Council is appreciative of the donation 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 donation is accepted and acknowledged with gratitude, and
2. That the donation will be allocated to the South Riverview Park basketball court.

Adopted by the City Council of the City of Roseau, Minnesota this 7th day of October, 2019.

By: _____
Mayor

Attest: _____
Clerk/Treasurer

26. August 2019 Roseau Liquor Store monthly sales report
27. August 2019 City Revenues & Expenditures report
28. KLJ Airport Project Status Report

Delegations

Housing developer Bill O’Connell informed council that he and Sara O’Connell have entered into a purchase agreement for 7 additional lots in the Oak Crest West Subdivision pending approval of a hook-up fee deferral by the City of Roseau.

CDC Peterson stated that deferral has been done in the past on previous lots acquired by the O’Connell’s. The O’Connell’s have constructed many speculative homes in the Oak Crest West Subdivision with the assistance of the City through hook-up fee deferrals on all undeveloped lots until such time as the lots are developed and sold.

The O’Connell’s are requesting a continuation of deferrals of the \$8,000 hook-up fees (as agreed to under the original terms negotiated with Bergland Enterprises) on the following lots until such time as they are able to construct new homes on these lots and sell them:

- Lots 1, 2 & 3, Block 4 Oak Crest West Subdivision
- Lots 1, Block 3 Oak Crest West Subdivision
- Lot 1 & 2, Block 6 Oak Crest West Subdivision
- Lot 4, Block 2 Oak Crest West Subdivision

Council member Jane Evans motioned, Council member Brady Johnson seconded and the motion to continue deferrals of the \$8,000 hook-up fees (as agreed to under the original terms negotiated with Bergland Enterprises) on the following lots until such time as they are able to construct new homes on these lots and sell them, passed by majority vote. Council member Pat Novacek opposed.

CDC Peterson provided to council a map of the lots that remain open for development and informed council that the city is in need of additional lots to build on. The O'Connell's have 8 undeveloped lots and there are 2 undeveloped lots at Oak Crest West and 2 undeveloped lots at Oak Crest South. CDC Peterson stressed the need of a new subdivision in the City of Roseau.

Committee Reports

Planning Commission –

CDC Todd Peterson reviewed the Planning Commission minutes from September 30th, 2019.

- CDC Peterson informed council that Officer Manka has been aggressive in enforcing the clean-up of properties this year. Letters have been sent and citations issued. Resident Bill Lund came to the Planning Commission contesting a citation for lack of siding on his home. Mr. Lund had sprayed foamed the side of his house as he had freezing pipes. He then painted over the spray foam. The Planning Commission reiterated that spray foam is not an acceptable siding. City Attorney Michelle Moren directed Mr. Lund to follow the instructions on the citation for pleading not guilty and then present to the Planning Commission a specific plan that outlines how and when the violations will be resolved. The Planning Commission could then work with Mr. Lund on the citation he received once he has complied.
- CDC Peterson informed council that Mr. Kevin Broten had presented to the Planning Commission Variance Application #19-3 (Peace Grenades) for a sign variance for his screen printing and apparel business that he recently opened in a building leased from Northern Resources. CDC Peterson had noticed the sign and made Mr. Broten aware of the sign ordinance. Mr. Broten was unaware of the city's sign ordinance when he purchased a 7' x 21' sign for his new business. The City's sign codes for C-2 (Outlying Commercial) restricts any single sign to no larger than 150 SF, and the total of all signage to 275 SF. The sign installed by Mr. Broten is 217 SF which exceeds the 150 SF maximum for a single sign, the sign does fit under the 275 SF total signage. However, due to the design of the sign as a single wrap sign the sign cannot be split up into separate signs, therefore a variance is being sought to keep the existing sign of 217 SF, for a 67 SF variance. The Planning Commission recommends to the City Council to set a public hearing for Variance application #19-3 (Peace Grenades, Kevin Broten) for October 28th at 12:30 pm.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to set a public hearing for Variance Application #19-3 (Peace Grenades, Kevin Broten) for October 28th at 12:30 pm.

- It was noted that Jill Helgeson will be resigning her seat on the Planning Commission as she has taken a full-time position in Warroad that will not allow her to attend the Planning Commission meetings. The Planning Commission is looking for a replacement.

Council member Novacek asked if the building at the new lumber yard had received a building permit. CDC Peterson informed council that Building Official Brad Bail went and checked on it to make sure. The building is not a permanent structure so it does not fall under the same restrictions and setbacks as a permanent structure.

Operations Committee –

The Operations Committee held a brief meeting after the EDA meeting. CDC Peterson provided to council the 2019 George Gmach Compensation Study. CDC Peterson stated that a couple of positions had been redone. The Administrative Assistant serving the police department was reevaluated and recommended to a grade 6 position from a grade 5A. The job of Water and Wastewater Operator has been split into two levels. The jobs are now designated level 1 (at the current grade 6) and level 2 (at grade 8 once they become licensed). The Market Observations in the Gmach Study stated “The City of Roseau is relatively close to the median market when the 8-year rate is compared to market range maximums or top rates in a few cases where ranges are not used. There is a slight upward tilt to the Roseau pay plan, with top grades a bit stronger to market than lower grades.”

The Operations Committee recommended moving forward with the Gmach pay plan including its recommended changes.

After discussion, Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to approve the 2019 Gmach Compensation Plan.

Oakcrest Golf Course – No new business

Airport Committee

The airport committee did not meet.

CDC Peterson informed council that the recent rain events have flooded the airport projects. CDC Peterson provided to council a map of the projects that were intended to be completed this year. The excavated areas have filled with water and will not get the compaction needed this year to pave. The construction crews will try to get the excavated areas to gravel this year but will not be paving. The new fuel system will not be available until next spring or summer. An option being discussed is a temporary fuel truck with a cardrol meter on it or long enough hose from the new fuel system as the new tanks are permanently set and cannot be moved. The airport will probably only offer Jet A with this temporary system. CDC Peterson informed council that the crew working on the lighting has been working through the rain trying to complete it. They are now waiting for light fixtures and a vault that have not been delivered yet. CDC Peterson stated that if lighting gets in we are in business and Polaris will be able to land here after dark.

Roseau County Commissioner

County Commissioner Jack Swanson informed council that Roseau County is going to “True County” assessing by the 2021 assessment. The True County model is where the County

Assessor's Office uses its staff within the office instead of using local assessors to complete its assessments. The County has four local assessors in addition to Liz Lund. New legislation requires additional education and licensing, the four local assessors are not interested as they are close to retirement. The City of Roseau has been assessed by the Assessor's office for the past few years so there will be no major change for the City of Roseau. County Commissioner Swanson informed council that November 5th is the Tax forfeit land sale and that there is also some DNR land for sale.

EDA

CDC Peterson informed council the EDA met on September 25th to discuss a loan for the Roso Theater.

5:30 Public Hearing Continued – (Determination of nuisance or hazardous building. 107 3rd St. NW. City Council may take action to proceed with the abatement process pursuant to the mandates of Minnesota Statutes §463.)

At 5:30 pm a public hearing was continued to determine nuisance and/or hazardous building.

Council member Pat Novacek motioned, Council member Jane Evans seconded and it was approved by unanimous vote to continue the public hearing as to whether the building located at 107 3rd Street Northwest constitutes a nuisance and/or hazardous building.

City Attorney informed council that notices of the continued public hearing had been sent to the owners of record with no response.

There were no written or oral comments submitted to the City before the public meeting.

CDC Peterson informed council that he spoke with the Building Official Brad Bail, Thursday, October 3rd. Building Official Bail had two inspectors reviewing the building at 107 3rd St. NW. Mr. Bail stated the repairs that are being done on the building are not the way he would do it, but they are adequate as long as the building is diligently maintained, or the same failures will reoccur.

Karl Nelson, one of the owners of the building, stated that the public safety concerns are being addressed and is close to having a situation where there are no issues with public safety.

Council asked Karl Nelson about the time line for completion.

Mr. Nelson informed council that anything that is going to be an issue has been removed. All of the failing windows are off and will be refurbished this fall. The exterior needs a lot of acrylic product to fortify it. The exterior still needs to be sealed, primed and painted, but the weather is not cooperating. Mr. Nelson asked for council to give him until next summer to complete the project.

After discussion, Council member Jane Evans motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to close the Public Hearing.

City Attorney Moren advised council to instruct Mr. Nelson to abate any remaining public safety issues immediately and request a list from Building Official Bail of both the hazardous and cosmetic repairs that need to be done.

After discussion, Council member Pat Novacek motioned, Council member Brady Johnson seconded and it was approved by unanimous vote to instruct Mr. Nelson to abate any remaining public safety issues immediately, to request a list from Building Official Bail of both the hazardous and cosmetic repairs that need to be done and to give Mr. Nelson until June 30th 2020 to be in compliance with that list.

**RESOLUTION ORDERING THE ABATEMENT OF A NUISANCE/RAZING
OF A HAZARDOUS BUILDING/REMOVAL OF DEBRIS**

**CITY OF ROSEAU
RESOLUTION NO. 47-19**

**RESOLUTION ORDERING THE ABATEMENT OF A NUISANCE AND
RAZING OF THE HAZARDOUS BUILDINGS LOCATED AT 107 3rd STREET
NW, IN THE CITY OF ROSEAU.**

WHEREAS, an initial Public Hearing was held on September 9, 2019, and continued to October 7, 2019, at the Roseau City Council Chambers, to determine whether buildings, materials, and debris located at 107 3rd Street Northwest, Roseau, Minnesota 56751, which property is owned by Joel Budd, Ione Ptacek, Karl J. Nelson and Bobbi Jo Nelson, constitute a nuisance and/or hazardous building (hereinafter referred to as “Nuisance”).

WHEREAS, Officer Zach Manka of the Roseau Police Department advised the Council that he had been working with the City of Roseau Planning Commission in regard to identifying properties in the City of Roseau which were in need of cleanup. Officer Manka provided documentary evidence to the City Council on September 9, 2019, at the Public Hearing, that the subject property was identified as one in need of cleanup. Said documentation is attached hereto and incorporated herein as Exhibit “A”, including correspondence dated and hand delivered, on July 2, 2019, to Karl J. Nelson and Bobbi Jo Nelson, identified as owners/occupants (hereinafter referred to as “Owners/Occupants”) of said property, which documents outlined the cleanup requirements. Said documentation was also served upon Owners, Joel Budd and Ione Ptacek by United States First Class Mail on July 2, 2019. The owners/occupants had been advised of the necessity of cleanup with a specific request that the subject nuisance be abated no later than September 8, 2019. Said abatement was not completed in a timely

fashion; as such, the Public Hearing held on September 9, 2019, was continued to October 7, 2019.

WHEREAS, correspondence was personally served upon the Owners/Occupants, Karl J. Nelson and Bobbi Jo Nelson by Roseau Police Chief Ward Anderson on September 11, 2019. Chief Anderson also served upon them on said date, a Notice of City Council Meeting and Continued Public Hearing indicating that a Public Hearing would be held on October 7, 2019, at 5:30 p.m., at the Roseau City Council Chambers located at 121 Center Street East, Suite 201, Roseau, Minnesota 56751. Said documentation was also served upon Owners, Joel Budd and Ione Ptacek by United States First Class Mail on September 12, 2019. The purpose of said Notice was to advise the Owners/Occupants of the continued Public Hearing from September 9, 2019, to October 7, 2019.

WHEREAS, at the continued Public Hearing on October 7, 2019, CDC Todd Peterson advised the council that he had spoken with City Building Official, Brad Bail on October 3rd, 2019. Bail stated that two inspectors had reviewed the subject property and that the repairs which were being made to the building would be deemed adequate only if the building is diligently maintained, if not the same failures would occur.

WHEREAS, Karl J. Nelson, as the Occupant of the building appeared at both the initial and continued Public Hearing and advised the Council that he was taking all necessary action to abate the nuisance. He indicated that because of the weather conditions he was unable to complete the abatement process in a timely fashion, however, he indicated he understood that abatement of items that were detrimental to public safety had to be completed immediately and further stated that the other nuisance items would be abated as quickly as possible dependent upon the weather.

WHEREAS, pursuant to Chapter 93 of the General Regulations of the Roseau City Code, the City Council of Roseau finds that the buildings, materials, and debris located at 107 3rd Street NW, Roseau, Minnesota 56751, constitutes a nuisance and further, pursuant to Minn. Stat. §§ 463.15 and 463.261, said buildings, materials, remnants and debris further constitute hazardous buildings for the following reasons:

1. That certain portions of the building is not structurally sound.
2. That the building, materials, and debris pose a safety threat to the public.

3. That the building, materials and debris are unsanitary.

WHEREAS, the conditions listed above are more fully documented in the attachments from Officer Zach Manka, together with the attached photographs and other documents. (Copies of which are attached to this Resolution as Exhibit A.)

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ROSEAU, MINNESOTA, AS FOLLOWS:

1. That pursuant to the foregoing findings and in accordance with Chapter 93 of the Roseau City Code and Minn. Stat. §§ 463.15 and 463.261, the Council orders the record owners of the above described nuisance and hazardous buildings/property or their representatives to make the following corrections on the property located at: 107 3rd Street NW, Roseau, Minnesota 56751:
 - a. The building must be abated in accordance with the attached correspondence from Roseau City Building Official, Brad Bail, with all public safety issues addressed immediately and the remaining issue abated no later than June 30, 2020.
 - b. The corrective action must be completed in compliance with all applicable City Codes and State and Federal regulations.
 - c. That a Motion for summary enforcement of the Order will be made to the District Court of Roseau County in which the nuisance and hazardous building or property is situated unless corrective action is taken; or, unless an Answer is filed within the time specified in Minnesota Statutes §463.18 which is 20 days.
 - d. That if the City of Roseau must take action to enforce this Order, all enforcement costs will be specially assessed against the Owners/Occupants of said real property and collected in accordance with Minnesota Statutes §§ 463.22, 463.161, and 463.21.

- e. That the City Attorney (by and through the City Police Department) is authorized to serve this Order upon the owners and occupants of the subject property at 107 3rd Street NW, Roseau, Minnesota 56751.
- f. That the City Attorney is authorized to proceed with the enforcement of this Order as provided in Minnesota Statutes §§ 463.15 and 463.261.

Adopted by the City Council of the City of Roseau on October 7, 2019.

Approved:

Jeff Pelowski, Mayor

Todd Peterson, Community
Development Coordinator

Attested:

Beth Carlson, City Clerk/Treasurer

Department Reports

Liquor Store

Liquor Store Manager Roseborough recommended to council that JoAnn Abrams and Kory Meier, two employees at the liquor store, be given a \$2 per hour one-time pay increase (in lieu of benefits) for working 20 plus hours per week. This is City policy if recommended by the Department Head and approved by City Council.

Council member Jane Evans motioned, Council member Amy Bassingthwaite seconded and it was carried by unanimous vote to approve the \$2 per hour one-time pay increase, in lieu of benefits, for JoAnn Abrams and Kory Meier.

Fire Department

Fire Chief Craig McMillin informed council the 34th Annual Firefighters BBQ and Ball on Saturday the 21st at the Roseau Fire Hall went very well. About 650 people attended and over \$25,000 was raised with the raffle and donations.

Police Department

Police Chief Ward Anderson - absent

Superintendent

City Superintendent David Drown – absent

Mayor Pelowski commended the City Crew for their efforts as they worked through the nights babysitting pumps to keep the water and sewage from backing up into the City during and after the heavy rainfall the area experienced, (about 4 inches of rain in 2 hours.)

CDC Peterson informed council that the storm sewers worked as well as possible, but they are not built, nor can they be built for such a large rain event. There were two areas that had some minor flooding. One area was by Polaris. There is only one culvert under Highway 89 and it is not big enough to handle these large rain events. There was a foot difference from one side of the highway to the other. Urbanizing highway 89 in that area would help. The highway would have been flooded, but it would keep it away from the buildings. The other area that had flooding was north of the School.

CDC Peterson provided pictures of the flooded areas and the diversion ditch. CDC Peterson was able to boat down the diversion ditch three days after the rain event; the water was 8 to 10 feet deep. CDC Peterson informed council that the water all stayed in the diversion ditch and did not go into the storage channels. CDC Peterson stated that some citizens were concerned about the rise in the river but he explained, the higher the river gets more and more goes into the diversion ditch. The diversion ditch did what it was supposed to do.

Mayor Pelowski stated that some sand bags went out to Badger and Wannaska.

CDC Peterson informed council that the fishing pier at the City Park let loose and is so damaged it may not be salvageable. It is insured and was funded through the DNR. The City will look at options to replace it if it can't be saved. The kayak launch was also carried away in the flooding, but was recovered.

City Attorney

City Attorney Michelle Moren informed council the abstract for the Scott Johnson land exchange has been sent to be updated but does not have it back yet.

Community Development Coordinator

CDC Peterson provided to council a picture of the School House Build Project. The weather has slowed the project but the trusses should be in next week.

Mayor and Council

CDC Peterson provided to council the additional information from the North Country Food Bank Community Contribution Request. North Country Food Bank, Inc. requested \$2,500 for a one time financial commitment to help purchase a new facility located at 1011 11th Ave NE in East Grand Forks to house the food bank that provides food across its 21-county service area in northwest and west central Minnesota. Mayor Pelowski informed council that originally the North Country Food Bank was going to build a new building but saved a large amount of money by purchasing the existing building in East Grand Forks that recently came up for sale. North Country Food Bank came to the Roseau County Board last year asking for a \$25,000 donation to help get it going.

It was council consensus to discuss it during the budget meetings.

Mayor and Council set October 28th and 29th from 5-7pm as Budget meeting dates.

Council member Pat Novacek motioned, Council member Amy Bassingthwaite seconded, and it was carried by unanimous vote to designate the Roseau City Center at 121 Center Street East as the polling place for the 2020 elections.

RESOLUTION NO. #44-19

A RESOLUTION TO DESIGNATE THE POLLING PLACE FOR 2020

WHEREAS, THE CITY COUNCIL OF ROSEAU, MINNESOTA, pursuant to Minnesota Statute §204B.16 POLLING PLACES; DESIGNATION, is required by December 4th of each year to designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year, unless a change is made.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEAU, MINNESOTA AS FOLLOWS:

The City of Roseau designates the Roseau City Center at 121 Center Street East, Roseau as the polling place for the 2020 Elections.

Passed by the City Council of Roseau, Minnesota this 7th day of October, 2019

Mayor

Attested:

Clerk-Treasurer

Unfinished Business-

Council member Jane Evans informed council that the EMS tailgate party raised \$20,000.

Council discussed trees that need to be taken down on property in the City, along Highway 11. Branches are falling off and are a public safety hazard. The property owner has been ticketed. City Attorney Moren informed council that as this is a public safety hazard, immediate action can be taken. Either the City Crew can take the trees down or the City can hire it done and bill the home owner.

After discussion, Council member Amy Bassingthwaite motioned, Council member Jane Evans seconded and it was approved by unanimous vote to authorize the hiring of someone to take the trees down or have the City Crew take them down and bill the home owner for the expense.

Parks and Rec. Director Sara Hammann informed council that a party at the City Park is being planned for October 26th to celebrate the season.

There being no further business Councilmember Brady Johnson motioned to adjourn the City Council meeting, seconded by Councilmember Jane Evans and carried by unanimous vote.

ATTEST:

Elizabeth Carlson Clerk-Treasurer

Mayor Jeff Pelowski