

**REGULAR ROSEAU CITY COUNCIL MEETING  
MONDAY – MARCH 5TH, 2012 @ 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 Gerry Schiltz, Curt Ireland, Pat Novacek, and Linda Vatnsdal. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, Liquor Store Manager Brad Wiberg, City Attorney Pat Moren, City Clerk Janet Lundbohm, Roseau County Commissioner Jack Swanson- WILD 102 Radio, Rebecca Thomas, Megan Olson, Haley Nulans, Kylie Anderson, and Taylar Wiberg.

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

Council member Linda Vatnsdal motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the February 6th, 2012 minutes as presented.

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

- a. Accounts payable claims from February 1st, 2012 through February 29th, 2012 as presented, with a batch number of AP022912 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from February 1st, 2012 through February 29th, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries January 1st, 2012 through January 31st, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries December 1<sup>st</sup>, 2011 through December 31st, 2011 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of December, 2011 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
  - a. April 2nd, 2012 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center - None
- h.

2012 COMMITTEE APPOINTMENTS

ROSEAU VOLUNTEER FIRE DEPARTMENT: Chief Jeff Ballard, Asst. Chief Mark Bernat, Captain Mike Trihey, 1<sup>st</sup> Lieutenant Troy Hammer, 2<sup>nd</sup> Lieutenant Craig Mcmillin, President Neal Vatnsdal, Vice President Oliver Ullman, Supply Officer Scott Vacura, Training Officers Craig Mcmillin, Neal Vatnsdal, Trustees Tanner Hovda, Aaron Rose, Secretary Ryan Severson.

- i. League of Minnesota Cities – 2012 City of Excellence Awards.
- j. League of Minnesota Cities – 2012 C.C. Ludwig Leadership Awards.
- k. LMC Cities Bulletin: February 23, 2012 & LMC Cities Bulletin: March 1, 2012.
- l. CGMC Settlement and Cost-Cutting Measures Update 1211.xls; CGMC Settlement and Cost-Cutting Measures Update Form 1111.doc. dated Monday February 27, 2012 & CGMC in Brief 03-01-12 pdf; Angle Handout FINAL, pdf.
- m. Approve Ulteig Engineers, Inc. Work Order No. 12.00056.01-Roseau Land Acquisition for Runway Shift.
- n. Approve Ulteig Engineers, Inc. Work Order No. 12.00057.01-Roseau Runway 6/24 Extension Design.
- o. Approve Revised Resolution:

**RESOLUTION #11-12**

**RESOLUTION AUTHORIZING THE SUBMISSION OF U.S. DEPARTMENT OF COMMERCE-  
EDA GRANT APPLICATION FOR THE ROSEAU RIVER EAST DIVERSION FLOOD  
CONTROL PROJECT**

**WHEREAS**, the City of Roseau is a governmental entity that is actively engaged in economic development and betterment of the economic climate of the City of Roseau and NW Minnesota; and

**WHEREAS**, the City of Roseau has worked in the development of the Roseau East Diversion Flood Control Project to provide 100-year flood protection to the entire City of Roseau including the entire commercial district of Roseau and Polaris Industries the area's largest employer; and

**WHEREAS**, the Roseau East Diversion flood control project will have a significant impact on the long-term success and viability of the city's business community and its major employer Polaris Industries;

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Roseau authorizes the submission of a grant application in the amount of \$2,000,000 (50% of project total) to the U.S. Department of Commerce, Economic Development Administration for the Roseau East Diversion Flood Control Project to complete the construction of the East Diversion Restriction Structure, Inlet Structure and associated features, having an estimated construction cost of \$4,000,000 with the remaining 50% of project costs being paid by the State of Minnesota and the City of Roseau through a cost-share arrangement in which the city's financial obligation in any flood control project is capped at 2% of the median household income multiplied by the city's population with all costs above this amount being paid by the State of Minnesota utilizing bond proceeds;

**AND FURTHER RESOLVES**, that the City of Roseau authorizes the Roseau Community Development Coordinator to sign the application and accept any award related to the Roseau East Diversion Flood Control Project.

S/S: Jeff Pelowski  
Mayor, City of Roseau

CERTIFIED/ATTEST: s/s: Janet Lundbohm DATE: March 5, 2012

- o. Investment-Roseau EDA Hi Fi as of 2/28/2012 is \$205,665.99.
- q. Cash in bank-DNR Escrow as of 2/28/2012 is \$832,000.00.
- r. Cash in bank-Regular checking as of 2/28/2012 is \$2,231,196.60.
- s. Investment-Regular Hi Fi as of 2/28/2012 is \$1,356,486.27.
- t. Investment of Certificate of Deposit as of 2/28/2012 is \$754,700.34.
- u. Investment of Certificate of Deposit as of 2/28/2012 is \$759,781.68.
- v. Investment of Certificate of Deposit as of 2/28/2012 is \$761,594.46.
- w. Investment of Certificate of Deposit as of 2/28/2012 is \$768,103.63.
- x. Cash in bank - Airport Fuel Sales Credit Card as of 2/28/2012 is \$4,368.26.
- y. Investment - Roseau EDA Money Market as of 2/28/2012 is \$219,248.51.
- z. Cash in bank - Pine to Prairie Birding Trail as of 2/28/2012 is \$6,009.15.
- aa. Cash in bank - Scandinavian Festival as of 2/28/2012 is \$3,327.86.
- bb. Cash in bank - Welcome to Roseau as of 2/28/2012 is \$1,287.17.
- cc. Cash in bank - Roseau EDA as of 2/28/2012 is \$1,216.80.
- dd. Liquor Store Monthly Sales Recap February 2012.
- ee. Liquor Store Sales 2012.
- ff. February 2012 Year to Date City Revenues & Expenditures.

Roseau County Commissioner Jack Swanson reported on the following:

- Jack reported that the Greater Minnesota Advisory Council will meet March 22, 2012.

Community Development Coordinator Todd Peterson reported on the following:

- The EDA met February 29<sup>th</sup>, 2012 and discussed the request from Northern Resources, Kelly Christianson, for an incentive from the City of Roseau to build a three million dollar fertilizer plant at their present location.

After much discussion Council member Curt Ireland made a motion to authorize Community Development Todd Peterson to proceed with exploratory talks for a TIF District with Northern Resources and to contact Springsted, seconded by Council member Pat Novacek, and carried by unanimous vote.

Liquor Store Manager Brad Wiberg reported on the following:

- This is the 10th consecutive month of a \$10,000.00 increase in sales.
- Brad would like to meet with the Liquor committee for the feasibility of a new addition to the Liquor Store.

Council member Pat Novacek reported that the Rural Fire Contracts will have to be renewed at the end of this year and City Attorney Pat Moren said that his law office will assist Council member Pat Novacek with the renewal of the contracts.

City Attorney Pat Moren reported on the following:

- Proposed Resolution

## RESOLUTION

Councilperson Novacek made a motion to adopt the following resolution:

WHEREAS, the City of Roseau did, at its regular monthly meeting held on July 11, 1983, approve the sale of Lots 14 and 15, of Block 4, in the Original Townsite of Roseau, to Roseau Investment, Inc. a Minnesota Corporation and did authorize and direct the Mayor and City Clerk of the City of Roseau to execute a conveyance of said real estate; and

WHEREAS, Minnesota Title Standards require that a conveyance by a statutory city must be accompanied by a certified copy of a Resolution of the City Council authorizing the sale and containing the legal description; and

WHEREAS, the records of the Roseau County Recorder reflect that they City did, pursuant to a Warranty Deed dated July 11, 1983, and recorded in the office of the Roseau County Recorder on July 13, 1983, as Document #177389, convey said real estate to Roseau Investment, Inc. a Minnesota Corporation; and

WHEREAS, the records in the office of the Roseau County Recorder do not reflect that a Resolution authorizing said sale and containing the legal description has ever been placed of record; and

WHEREAS, the City Clerk of the City of Roseau has determined that the Resolution in question, which was attached as an Exhibit to the City Council Meeting Minutes of July 11, 1983, was lost in the flood which inundated the City of Roseau, Minnesota, in the year 2002; and

WHEREAS, it is necessary to ratify and confirm the action of the City Council of the City of Roseau at its July 11, 1983 meeting regarding the above described real estate transaction.

NOW THEREFORE BE IT RESOLVED, that the City of Roseau, Minnesota, does hereby ratify and confirm the actions of the City Council of the City of Roseau at its Regular Meeting held on July 11, 1983, authorizing the sale of Lots 14 and 15, of Block 4, in the Original Townsite of Roseau, to Roseau Investment, Inc. a Minnesota Corporation, and directing the Mayor and City Clerk for the City of Roseau to execute a deed of conveyance to said real estate. The City Council hereby ratifies and confirms said sale in all respects and directs the City Clerk to record a copy of this Resolution in the office of the Roseau County Recorder for tracking against the subject real estate.

The motion for adoption of the foregoing Resolution was duly seconded by Councilperson Schiltz and upon a vote being taken thereon, the following voted in favor thereof: Councilpersons: Mayor Jeff Pelowski, Councilperson Pat Novacek, Councilperson Linda Vatnsdal, Councilperson Gerry Schiltz and Councilperson Curt Ireland.

Voting against said Resolution: NONE

s/s: Jeff Pelowski  
Mayor

ATTEST:  
s/s: Janet Lundbohm  
City Clerk

Community Development Coordinator Todd Peterson advised the City Council that Houston Engineering is close to being ready for the 2012 street projects of 2<sup>nd</sup> Ave NW, 4<sup>th</sup> St NW, 7<sup>th</sup> Ave SE and the Frontage Road to be bid. Following discussion of said matter by the City Council, Council member Pat Novacek made a motion to proceed with calling for bids when the plans have been completed for these projects, seconded by Council member Gerry Schiltz and it was passed unanimously.

Discussion was held on the Estimated Cost of the Frontage Road Storm Sewer Assessment Job presented by Community Development Coordinator Todd Peterson:

**Frontage Road Storm Sewer Assessment Job**

Estimated Cost	\$85,000
City Cost Share (20%)	\$17,000
Remaining to be Assessed	\$68,000

Owner	SF	\$/SF	TOTAL	Annual Pmt. (20 Yrs)
Bjerk	57,003	\$0.10	\$ 5,877.52	\$ 293.88
Smedsmo	146,691	\$0.10	\$15,125.15	\$ 756.26
Techniques	103,759	\$0.10	\$10,698.47	\$ 534.92
Pamida	151,231	\$0.10	\$15,593.26	\$ 779.66
Border State Bank	82,840	\$0.10	\$ 8,541.54	\$ 427.08
City of Roseau	117,973	\$0.10	\$12,164.06	
Total	659,497		\$68,000.00	

**Total City Participation** **\$29,164.06**

Following discussion of the Estimated Cost of the Frontage Road Storm Sewer Assessment Job, Council member Gerry Schiltz made a motion to schedule an improvement hearing for the April 2<sup>nd</sup>, 2012 City Council meeting at 5:15 pm, seconded by Council member Curt Ireland, and it was carried by unanimous vote.

Community Development Coordinator Todd Peterson reported that the Grant Application to the US Department of Commerce-EDA for the Roseau East Diversion Flood Control Project that John Wynne is assisting with will be sent in this Friday.

Mayor Jeff Pelowski reported that the Roseau Ministerial Association was wondering if the City of Roseau is going to commemorate the 10<sup>th</sup> anniversary of the flood. Council consensus was that they would prefer not to conduct any special activities pertaining to the flood anniversary. Council member Linda Vatnsdal reported that the museum will have special exhibits.

Council member Linda Vatnsdal reported that the Historical Society's Celebration of Women's History Month "One Woman 2012" grand opening was held March 4<sup>th</sup>, 2012 with 175 people in attendance. Minnesota State University Moorhead's International Students Department is coming to Roseau with 50-60 students on August 24-25, 2012. They will tour Roseau and some local businesses, camp overnight, and

visit with local people. MSUM wants the students to see and experience small-town America, and Linda Vatnsdal has offered to host them in Roseau and show them our small town.

Council member Pat Novacek attended the Governor's conference and reported on the following:

- The City of Roseau is heading in the right direction with incident command training.

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

ATTEST:

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City Clerk

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Mayor

