

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – APRIL 2ND, 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, Chief of Police Ward Anderson, Liquor Store Manager Brad Wiberg, Fire Chief Jeff Ballard, City Attorney Pat Moren, City Clerk Janet Lundbohm, Roseau County Commissioner Jack Swanson- WILD 102 Radio, Lyle Grindy, Kelly Christianson, Tony Fichter , and Harvey Johnson.

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

The following addition(s) were noted in the March 5, 2012 minutes;

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.
- IPAWS = Integrated Public Alert Warning System.
- Hazmat DeCon Equipment Station several points in State.

Council member Gerry Schiltz motioned, Council member Pat Novacek seconded and it was carried by unanimous vote to approve the March 5th, 2012 minutes with corrections.

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

- a. Accounts payable claims from March 1st, 2012 through March 31st, 2012 as presented, with a batch number of AP033112 and is filed in edit books in the City Clerk’s Office.
- b. Daily Batch checks written from March 1st, 2012 through March 31st, 2012 were audited, approved and are filed in edit books in the City Clerk’s Office.
- c. Receipt entries February 1st, 2012 through February 29, 2012 were audited, approved and are filed in edit books in the City Clerk’s Office.
- d. Journal entries January 1st, 2012 through January 31st, 2012 were audited, approved and are filed in edit books in the City Clerk’s Office.
- e. A review of January, 2012 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
 - a. May 7th, 2012 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center - None
- h.

2012 COMMITTEE APPOINTMENTS

WELCOME TO ROSEAU: ~~Chairman Kerri Byfuglien~~, Sharon Pelowski, Kate Lundquist, Marsha Hagen, Priscilla Berry, Sarah Klint, Diane Dahl, Kaleigh Scholz, Janet Johnson, City Representatives- Council member Curt Ireland, Community Development Coordinator Todd Peterson, and Janet Lundbohm.

- i. Renew Coast True Value’s request to use the City owned downtown vacant lot at 118 Main Avenue North (former Jake’s Pizza lot) to display lawn mowers, etc. for sale, for the period of April 1, 2012 through March 31,2013 (one year).
- j. LMC Cities Bulletin: March 21, 2012.
- k. CGMC in Brief: March 22, 2012.
- l. Investment-Roseau EDA Hi Fi as of 3/26/2012 is \$214,205.04.
- m. Cash in bank-DNR Escrow as of 3/26/2012 is \$832,000.00.

- n. Cash in bank-Regular checking as of 3/26/2012 is \$2,493,514.43.
- o. Investment-Regular Hi Fi as of 3/26/2012 is \$1,362,090.26.
- p. Investment of Certificate of Deposit as of 3/26/2012 is \$754,700.34.
- q. Investment of Certificate of Deposit as of 3/26/2012 is \$759,781.68.
- r. Investment of Certificate of Deposit as of 3/26/2012 is \$761,594.46.
- s. Investment of Certificate of Deposit as of 3/26/2012 is \$768,103.63.
- t. Cash in bank - Airport Fuel Sales Credit Card as of 3/26/2012 is \$1,834.16.
- u. Investment - Roseau EDA Money Market as of 3/26/1/2012 is \$227,900.23.
- v. Cash in bank - Pine to Prairie Birding Trail as of 3/26/2012 is \$3,930.90.
- w. Cash in bank - Scandinavian Festival as of 3/26/2012 is \$3,327.86.
- x. Cash in bank – Welcome to Roseau as of 3/26/2012 is \$1,287.17.
- y. Cash in bank - Roseau EDA as of 3/26/2012 is \$1,216.80.
- z. March 2012 Year to Date City Revenues & Expenditures.
- aa. 2011 Year End Cash Balance.
- bb. Liquor Store Monthly Sales Recap March 2012.
- cc. Liquor Store Sales 2012.
- dd. Liquor Store Quarterly Sales Recap 1st Quarter 2012.

Roseau Promotion Director Lyle Grindy reported on the following:

- The Roseau Civic & Commerce would like to continue with the outdoor produce sales at the same time and location as last year which was Saturdays in August from 8:00 am to 12:00 noon in the North parking lot of the City Center property next to the bridge.

Council consensus was to approve the usage of the north end of the Roseau City Center property next to Highway 11 to continue outdoor produce sales sponsored by the Roseau Civic and Commerce for the Saturdays in August from 8:00 am to 12:00 noon (same as last year).

After review and discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded, and it was carried by unanimous vote to set a Public Hearing to be held on Monday, April 30th, 2012 for Northern Resources Cooperative (#1-2012) for a Variance to allow Northern Resources Cooperative to build a tower and leg system with a height of 117' in lieu of the 35' maximum height allowed, an 82' maximum height Variance for its' new fertilizer plant that will be located at its' property on the west end of Roseau, south of the main office as recommended by the Planning Commission.

Roseau County Commissioner Jack Swanson reported on the following:

- Jack reported that the county is considering refinancing the jail bond.
- Jack did get his first complaint in regards to Market Value Credit tax shift on the 2012 tax statements.

A Public Hearing was held on the proposed storm drainage improvement project on Highway 11 North Side Frontage Road between 9th Avenue NW and 15th Avenue NW within the City of Roseau.

Council member Gerry Schiltz motioned, Council member Linda Vatnsdal seconded and it was carried by unanimous vote to open the Public Hearing.

Oral comments – Tony Fichter read a letter on behalf of himself and Chris Hamness (Grass Lake Enterprises) which is on file at the Roseau City office.

Written comments - none

After discussion Council member Linda Vatnsdal motioned, Council member Gerry Schiltz seconded and it was carried by unanimous vote to close the Public Hearing.

Community Development Coordinator Todd Peterson reported that the next step is to advertise the assessment project for a May 1, 2012 bid opening. The City Council may initiate the improvement project at that meeting.

Community Development Coordinator Todd Peterson reported on the email that he had received from Springsted – Mikaela Huot in regards to Northern Resources Cooperative TIF request and the timeline for the City of Roseau creation of a Tax Increment Financing Plan for Tax Increment Financing (Economic Development) District No. 3 (Northern Resources Cooperative Project) which are both on file at the Roseau City Office.

Councilmember Novacek introduced the following resolution and moved its adoption:

RESOLUTION CALLING PUBLIC HEARING ON THE PROPOSED
ESTABLISHMENT OF TAX INCREMENT FINANCING
DISTRICT NO. 3 WITHIN DEVELOPMENT DISTRICT NO. 1 AND
THE PROPOSED ADOPTION OF A TAX INCREMENT
FINANCING PLAN AND MODIFIED DEVELOPMENT PROGRAM RELATING THERETO

BE IT RESOLVED by the City Council (the "Council") of the City of Roseau, Minnesota (the "City"), as follows:

1. Public Hearing. This Council shall meet on Monday, May 7, 2012, at approximately 5:15 p.m., to hold a public hearing on the following matters: (a) the proposed establishment of Tax Increment Financing District No. 3 within Development District No. 1, (b) the proposed adoption of a Tax Increment Financing Plan relating to Tax Increment Financing District No. 3, and (c) the proposed adoption of the Modified Development Program relating to Development District No. 1, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.134, both inclusive, as amended and Minnesota Statutes, Sections 469.174 through 469.1799, both inclusive, as amended (collectively, the "Act").

2. Notice of Hearing; Filing of Modified Program and Plan. The City Clerk is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the proposed Modified Development Program, and Tax Increment Financing Plan on file in the City Clerk's Office at City Hall and to make such copies available for inspection by the public.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Ireland and upon vote being taken thereon, the following voted in favor: Pelowski, Ireland, Novacek, Schiltz, and Vatnsdal

and the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Council Consensus was to recommend to split the Northern Resources Cooperative lot to segregate the TIF project lands from the non-TIF improvement already existing on the present site and Northern Resources Cooperative was in agreement to split their lot.

Community Development Coordinator Todd Peterson reported that the Airport committee has not met but will need to meet to discuss Arlen and Diane Sandland's facilities that they have built at the Airport after living their for 30 years. CDC Peterson reported that the paving of the run way at the Airport will move forward this summer.

Community Development Coordinator Todd Peterson reported that the EDA met and discussed the following:

- North Country Media's lease is up February 2013 and discussed the possibility of North Country Media purchasing the building and what the price would be.
- Northern Resources' TIF project.
- Other business activity and trying to get leads going.

Fire Chief Jeff Ballard reported on the following:

- There was a water main break under the floor at the fire hall and fortunately they were there when it happened so damage was kept to a minimum, the adjuster has been there and the floor is fixed, and David is getting bids on the rest of the damage at the Fire Hall.
- The regional meeting will be held at Genes April 19, 2012 with 100-120 people from various departments in attendance.
- The Fire Department will be advertising its Chevy grass fire rig for sale at the Regional Fire Meeting, that the City Council had given permission to sell last year.
- The Fire Department has received the matching grant from the DNR.
- The Fire Department has received the application for the 50-50 match from the DNR.
- The Fire Department will be having confined space training in Roseau May 18, 19 , and 20 in 2012.

After review and discussion Council member Gerry Schiltz motioned, Council member Linda Vatnsdal seconded and it was carried by unanimous vote to accept a Minnesota Community Forest Bonding Grant in the amount of \$25,000 for Tree Planting Project and authorize Community Development Coordinator Todd Peterson to sign contract.

Community Development Coordinator Todd Peterson presented the City Council with the Roseau Re Leaf Project Tree Planting quotes and after review and discussion Council member Pat Novacek made a motion to accept Carol's Cedar Cellar quote amount of \$25,000.00 for the Roseau ReLeaf Project Tree Planting Project, on the condition of obtaining a contract with the DNR. Carol's Cedar Cellar was not the lowest quote but Carol Amundson has the unique capability to hold the trees on site and maintain them until the city crew is able to plant them. It is expected that the City Crew will need an extended period of time to plant all of them, so it is cost beneficial to the city. The motion was seconded by Council member Curt Ireland,

Upon vote being taken thereon, the following voted in favor thereof: Mayor Jeff Pelowski, Council member Pat Novacek, Council member Curt Ireland and Council member Gerry Schiltz.

and the following voted against the same: None

and the following abstained: Council member Linda Vatnsdal

and the following were absent: None

Whereupon said motion was declared duly passed.

Community Development Coordinator Todd Peterson advised the City Council that as a condition of accepting the Community Forest Bonding Grant, the City's Diseased Tree Ordinance will have to be revised which City Attorney Pat Moren's office is reviewing and that the City will also have to draft an Emerald Ash Borer Preparedness Plan.

Community Development Coordinator Todd Peterson gave an update on the Roseau East Diversion project:

- There is a preconstruction meeting April 3, 2012 with Davidson Construction.
- Progress on the final eminent domain landowners.

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:

City Clerk

Mayor

