

**REGULAR ROSEAU CITY COUNCIL MEETING  
MONDAY – JUNE 4TH, 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 Linda Vatnsdal, Gerry Schiltz, Curt Ireland, and Pat Novacek. Others present were Community Development Coordinator Todd Peterson, City Superintendent David Drown, Chief of Police Ward Anderson, Liquor Store Manager Brad Wiberg, City Attorney Pat Moren, Assistant City Attorney Michelle Moren, City Clerk Janet Lundbohm, Roseau County Commissioner Jack Swanson- WILD 102 Radio, Lyle Grindy, and Diane Sandland

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

Council member Linda Vatnsdal motioned, Council member Gerry Schiltz seconded and it was carried by unanimous vote to approve the May 7th, 2012 minutes as presented.

Council member Pat Novacek 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 May 1st, 2012 through May 31st 2012 as presented, with a batch number of AP053112 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from May 1st, 2012 through May 31st, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries April 1st, 2012 through April 30th, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries March 1<sup>st</sup>, 2012 through March 31st, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of March, 2012 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
  - a. July 2<sup>nd</sup>, 2012 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center - None
- h. Letter and the notification of compliance with the Local Government Pay Equity Act from Faith Zwemke, State Pay Equity Coordinator.
- i. Notice that the Public Water Supply System 2011 Consumer Confidence Report is now available to view, download or print: [www.health.state.mn.us/ccr](http://www.health.state.mn.us/ccr).
- j. Minnesota Municipal Utilities Association "Year in Review 2011".
- k. Northern Municipal Power Agency 2011 Annual Report.
- l. CGMC in Brief: May 24, 2012.
- m. Springsted Market Update – June 1, 2012.
- n. Notice of DEED Application for Capital Project Grant Program.
- o. Notice of Public Hearing on NWRDC CY'2013 Budget.
- p. LMC Cities Bulletin: May 31, 2012.
- q. May 2012 Year to Date City Revenues & Expenditures.
- r.

**R #17-12**

**RESOLUTION APPOINTING ELECTION JUDGES FOR THE  
2012 PRIMARY AND GENERAL ELECTION**

**WHEREAS**, Minnesota Statutes require cities to hold primary and general elections.

**WHEREAS**, Minnesota Statutes require that the City Council appoint by resolution election judges for the 2012 primary and general elections,

**NOW, THERE BE IT RESOLVED**, by the City Council of the City of Roseau, Minnesota, that the following individuals are appointed as City of Roseau election judges for the purpose of administering the August 14<sup>th</sup>, 2012 Primary election and the November 6<sup>th</sup>, 2012 General Election:

Mary Foley – Head Judge	Paul Stynsberg	Janet Lundbohm
Kathleen Ross	Deann Vatnsdal	Heidi Moser
Darrin Smedsmo	Dave Grafstrom	Amy Basingthwaite
Elizabeth Santl	Eileen Carter	Deanna Peters

Adopted this 4<sup>th</sup> day of June, 2012.

By \_\_\_\_\_  
Mayor, Jeff Pelowski

Attest: \_\_\_\_\_  
City Clerk, Janet Lundbohm

- s. Investment-Roseau EDA Hi Fi as of 5/30/2012 is \$229,462.99.
- t. Cash in bank-DNR Escrow as of 5/30/2012 is \$832,000.00.
- u. Cash in bank-Regular checking as of 5/30/2012 is \$2,526,605.44.
- v. Investment-Regular Hi Fi as of 5/30/2012 is \$1,368,343.00.
- w. Investment of Certificate of Deposit as of 5/30/2012 is \$759,404.29.
- x. Investment of Certificate of Deposit as of 5/30/2012 is \$759,781.68.
- y. Investment of Certificate of Deposit as of 5/30/2012 is \$765,012.25.
- z. Investment of Certificate of Deposit as of 5/30/2012 is \$768,103.63.
- aa. Cash in bank - Airport Fuel Sales Credit Card as of 5/30/2012 is \$8,752.05.
- bb. Investment - Roseau EDA Money Market as of 5/30/2012 is \$229,592.47.
- cc. Cash in bank - Pine to Prairie Birding Trail as of 5/30/2012 is \$5,565.40.
- dd. Cash in bank - Scandinavian Festival as of 5/30/2012 is \$9,641.80..
- ee. Cash in bank – Welcome to Roseau as of 5/30/2012 is \$1,287.17.
- ff. Cash in bank - Roseau EDA as of 5/30/2012 is \$847.59.
- gg. Liquor Store Monthly Sales Recap May 2012.
- hh. Liquor Store Sales 2012.

Roseau Promotions Director Lyle Grindy reported on the following:

- This Saturday, June 8<sup>th</sup>, 2012, is the 8<sup>th</sup> Annual Roseau Cruise-In-Car Show at the Roseau Pioneer Farm and Village. They have entries from Minnesota, North Dakota and Canada.
- The Scandinavian Festival will be held Friday June 15<sup>th</sup>, and Saturday June 16<sup>th</sup>, activities will be at the Roseau City Center and the Roseau High School Theater.
- The “Stomp Out Cancer 5k walk/run” will be June 16<sup>th</sup>, 2012 starting and finishing at the Roseau City Park.
- The Roseau Convention and Visitors Bureau in conjunction with the Roseau Golf Club are advertising in the Winnipeg Free Press and the Steinbach newspaper promoting the Roseau Golf Course as they have done in the past.
- Points of interest from the Minnesota’s Leisure Hospitality Industry for Roseau County:
  - Gross Sales = \$16,559,537
  - Sales Tax Collected = \$1,094,883
  - Private Employment = 382 employees
- Lyle has responded to 364 inquires about Roseau, Minnesota. These leads were driven to Lyle by the Explore Minnesota web-site.
- Miguel Barbosa with the Hacienda Los Bravo restaurants has indicated that he will not be going to locate in Roseau, his reasoning is that he felt the Roseau population was too small.
- WDAZ Television was in Roseau last Tuesday taping commercials at seven local businesses, the ads will run May-August.

Community Development Coordinator Todd Peterson noted that the Planning Commission went on their “Annual Tour of the City of Roseau” May 29<sup>th</sup>, 2012. The Planning Commission noted that the City of Roseau looks very good with the exception of a few of the problem areas that have been on the clean up list for a number of years.

After discussion Council member Pat Novacek motioned, Council member Curt Ireland seconded, and it was carried by unanimous vote to approve Kyle Peterson’s (#3-2012) Variance request for building an attached garage with a side setback of 3’9” in lieu of the 10’ side setback required, a 6’3” side setback Variance as recommended by the Planning Commission.

The reasons for approving the variance include:

- A variance is required to allow construction of a two car garage which is standard in the neighborhood.
- This is the same variance that was approved for this same site a year ago for a different project.
- The neighbor with the adjoining property line on which the variance was requested is supportive of the project.

After discussion Council member Curt Ireland motioned, Council member Gerry Schiltz seconded, and it was carried by unanimous vote to approve Brian Pelowski’s (#2-2012) Variance request to replace an existing garage with a new 14’ x 20’ garage with a corner side setback of 4’ in lieu of the 20’ corner side setback required, a 16’ corner side setback Variance and a side setback of 4’ in lieu of the 10’ side setback required, a 6’ side setback Variance as recommended by the Planning Commission.

The reasons for approving the variance request include:

- The new garage will be relocated off of the city’s existing garage alley right of way.
- The new garage will be in a better location than the existing garage for snow removal and the public utilizing the alley.
- The new garage will be an improvement over the existing dilapidated structure.

Roseau County Commissioner Jack Swanson reported on the following:

- The Roseau County Board and the Roseau County Departments heads used the City of Roseau Council Chambers for a retreat May 23, 2012.
- Roseau County will be hosting the Association of Minnesota Counties District Meeting at the Roseau City Center Community Room Thursday, June 7<sup>th</sup>, 2012.
- Jack attended a meeting of the Greater Minnesota Advisory Council and discussed the following:
  - Voter ID
  - The MNDOT rural funding.

Community Development Coordinator Todd Peterson reported that the Airport committee did not meet, but a sub committee of the Airport committee did meet to discuss what to do with the facilities that the Sandland’s own at the Airport and if there should be an on site manager to replace Arlen and Diane Sandland at the Roseau Municipal Airport. The committee’s consensus was to meet with a Polaris representative to discuss any concerns Polaris would have regarding the hiring of a new airport manager.

Council member Linda Vatnsdal reported that the flowers are out and they are maintaining them.

Community Development Coordinator Todd Peterson reported that the EDA met May 18<sup>th</sup>, 2012 with Toni Merdan (Rep. Collin Peterson’s office) and Val Gravseth (Senator Al Franken’s office) and other housing agency representatives to discuss affordable housing. After discussion it was recommended that a housing study should need to be done to better understand the housing needs in Roseau county and that the Roseau County Affordable Housing Fund (RCAHF) committee would be the most appropriate organization to undertake the study with the City of Roseau as the applicant.

After discussion by the City Council, Council member Pat Novacek made a motion that Community Development Coordinator Todd Peterson submit an application to the Sustainable Community Engagement

Fund on behalf of the City of Roseau for the Roseau County Market Study, seconded by Council member Curt Ireland and carried by unanimous vote.

Community Development Coordinator Todd Peterson reported that the EDA met on May 30<sup>th</sup>, 2012 and discussed the following:

- The downtown retail building sale and refinancing.
- There may be a few more applications for loan funds.

Liquor Store Manager Brad Wiberg reported that City Superintendent David Drown had been in contact with the original architect of the Liquor Store and Manager Wiberg requested that the Liquor Store representatives Council member Curt Ireland and Council member Gerry Schiltz and Manager Wiberg meet with the architect to discuss the feasibility of an addition to the Liquor Store. Council consensus was to approve Council member Curt Ireland and Council member Gerry Schiltz and Manager Wiberg meet with the architect to discuss the feasibility of an addition to the Liquor Store.

Mayor Jeff Pelowski read an email from Fire Chief Jeff Ballard (as Chief Ballard was unable to attend) in regards to the repairs at the Fire Hall from a water main break:

- Water is repaired.
- Floor is finished.
- Waiting for outside wall to be finished.
- Inside wall and trim to be done last.

Community Development Coordinator Todd Peterson reported that there will be a Roseau City Parks Open House June 6, 2012 at the Roseau City Park from 4:00 – 7:00 pm. for the public to see the improvements at the park, meet the Park Board Members and take the opportunity to offer comments and suggestions. Park Maps will be available.

City of Roseau Assistant City Attorney Michelle Moren reported on the following:

- That all coaches and umpires will be required to do the concussion awareness on line training that is mandated by the State of Minnesota and letters have been sent out to the City of Roseau sponsored youth team coaches.
- Discussed the City of Roseau doing back ground checks on all Volunteers coaching the City of Roseau sponsored youth ball teams

After much discussion Council consensus was to have City Attorney Michelle Moren contact the League of Minnesota Cities and to research what other cities are doing and meet with a committee of Mayor Jeff Pelowski, Council member Curt Ireland, City Superintendent David Drown, and Chad Johnson.

After discussion Council member Curt Ireland made a motion to set a Public Hearing for July 2<sup>nd</sup>, 2012 at 5:15 pm for the proposed changes to existing diseased tree Ordinance #93.02 to comply with the Community Forest Grant requirements as presented by Community Development Coordinator Todd Peterson, seconded by Council member Linda Vatnsdal and carried by unanimous vote.

Community Development Coordinator Todd Peterson updated the Roseau City Council on the progress of the East Diversion project.

After discussion Council member Linda Vatnsdal made a motion to authorize Community Development Coordinator Todd Peterson to submit a grant application for the Legacy Grant Trail Enhancement Project, seconded by Council member Gerry Schiltz and carried by unanimous vote.

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 Clerk

\_\_\_\_\_  
Mayor

