

**REGULAR ROSEAU CITY COUNCIL MEETING
MONDAY – OCTOBER 1ST, 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, City Clerk Janet Lundbohm, Roseau County Commissioner Jack Swanson-WILD 102 Radio, Lyle Grindy, Roger Hites, Deb Hites and Ryan Lovold.

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

Council member Pat Novacek motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to approve the September 10th, 2012 minutes as presented.

Council member Gerry Schiltz 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 September 1st, 2012 through September 30th, 2012 as presented, with a batch number of AP093012 and is filed in edit books in the City Clerk's Office.
- b. Daily Batch checks written from September 1st, 2012 through September 30th, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- c. Receipt entries August 1st, 2012 through August 31st, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- d. Journal entries July 1st, 2012 through July 31st, 2012 were audited, approved and are filed in edit books in the City Clerk's Office.
- e. A review of July 2012 General Ledger checks written compared with check images on the bank statements found no irregularities.
- f. Upcoming meetings –
 - a. November 5th, 2012 Regular meeting at 5:00 p.m.
- g. Approve the use of alcohol in the Community Center -
- h. Thank you to Keith Okeson, Roseau Area Hospital and Homes for a donation of a wheel chair to be used for events scheduled at the Roseau Community Center.
- i. Letter from Senior Government Relations Representative Bill Black and MMUA report on lawmaking activity at the state capitol during 2012 legislative session for Mayor and City Council review.
- j. LMC Cities Bulletin: September 19, 2012.
- k. CGMC in Brief: September 13, 2012, 2012-13 CGMC Board of Directors, CGMC labor and Employment Update.
- l. Investment-Roseau EDA Hi Fi as of 9/25/2012 is \$256,423.56.
- m. Cash in bank-DNR Escrow as of 9/24/2012 is \$832,000.00.
- n. Cash in bank-Regular checking as of 9/25/2012 is \$2,307,308.33.
- o. Investment-Regular Hi Fi as of 9/25/2012 is \$1,391,150.95.
- p. Investment of Certificate of Deposit as of 9/25/2012 is \$759,404.29.
- q. Investment of Certificate of Deposit as of 9/25/2012 is \$762,812.48.
- r. Investment of Certificate of Deposit as of 9/25/2012 is \$765,012.25.
- s. Investment of Certificate of Deposit as of 9/25/2012 is \$772,699.63..
- t. Cash in bank - Airport Fuel Sales Credit Card as of 9/25/2012 is \$5,401.78.
- u. Investment - Roseau EDA Money Market as of 9/25/2012 is \$234,074.59.
- v. Cash in bank - Pine to Prairie Birding Trail as of 9/25/2012 is \$3,834.95.
- w. Cash in bank - Scandinavian Festival as of 9/25/2012 is \$3,850.63.
- x.. Cash in bank – Welcome to Roseau as of 9/25/2012 is \$1,287.17.
- y. Cash in bank - Roseau EDA as of 9/25/2012 is \$590.75.
- z. Information handed out at the LMC Regional Meeting held September 19th, 2012 for City Council

review.

- y. Letter from Todd Johnson, P.E., Environmental Health Division and Sanitary Survey Report for Roseau Public Water Supply (PWS), Roseau County, PWSID 1680003.
- z. September 2012 Year to Date City Revenues & Expenditures.
- aa. Liquor Store Monthly Sales Recap September 2012.
- bb. Liquor Store Quarterly Sales Recap 3rd Quarter 2012.
- cc. Liquor Store Sales 2012.

Roger Hites informed the City Council that he has someone that is interested in purchasing the building he owns formerly known as the Eagles building and Roger had questions in regards to a lien the city maintains on the building from two commercial rehabilitation loans obtained after the 2002 flood. After discussion Council consensus was to have City Attorney Pat Moren review the City mortgages on the building owned by Roger Hites.

Roseau Promotions Director Lyle Grindy reported on the following:

- A new store opened today in Roseau called the “Good Times Thrift Too” located between Coast and the Silver Dragon. Kathy Pearson/Erickson is the owner and she is from Warroad where she also has another “Good Times Thrift Store”.
- Lyle gave a tour of the City of Roseau, Polaris and the Experience Center to Scott Sumner who is the President of North Superior Publishing magazine located in Thunder Bay Ontario. He was interested in Snowmobile trails and manufacturing.
- The Civic and Commerce along with Border State Bank sponsored a “Fall Pumpkin Contest”. There were five categories with 7 winners sharing the Roseau Dough, the largest pumpkin weighed 132 pounds.
- This Thursday is the “Customer Appreciation Lunch” at the City Center serving from 4:00 pm until 7:00 pm.

After review and discussion Council member Curt Ireland motioned, Council member Gerry Schiltz seconded and it was carried by unanimous vote to set a Public Hearing for Duane Erickson (#4-2012) for a Variance request to put a roof on the front deck addition with a front yard setback of 21’ in lieu of the 30’ front yard setback required, a 9’ front yard setback Variance as recommended by the Planning Commission.

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 for Ryan Lovold (#5-2012) for a Variance request to build an unattached garage with an overall height of no more than 25’ in lieu of the overall height of 15’ allowed, a 10’ overall height Variance as recommended by the Planning Commission.

Community Development Coordinator Todd Peterson reported that after an article was written in the September 15, 2012 City of Roseau newsletter that the city prohibits storage of unlicensed and inoperable vehicles on private property the Police Department received a number of calls from residents that reported unlicensed and inoperable vehicles on private property. Police Officer Marc Hodge reported at the Planning Commission meeting held on September 24th, 2012 that the Police Department has ticketed some residents, some of the vehicles have now been registered and some residents have removed vehicles that were unlicensed or inoperable.

CDC Peterson reported that he has contacted the Minnesota Department of Health in regards to West Side Trailer Court and they said that one of the trailers has been removed from West Side Trailer Court, which they considered to be some progress.

Roseau County Commissioner Jack Swanson reported on the following:

- The Roseau County, City of Roseau, Far North Transit and Roseau Electric Cooperative 2012 Health Fair will be held at the Roseau Community Center October 17th, 2012 from 7:00 am until 11:00 am and he would like to thank the City Council for being able to hold the Health Fair at the City Center.

- There will be a Housing Partnership meeting next week.

Community Development Coordinator Todd Peterson reported on the following:

- Diane Sandland notified him that she will be done at the Airport at the end of October or when the house is moved as the house has been sold.
- MNDOT has concerns regarding the turf runway 6/24 which has not been zoned and CDC Peterson has been working with MNDOT to implement a new zoning ordinance so the turf runway can remain open. If the city does not implement a new zoning ordinance in conformity with MnDOT and FAA the turf runway would have to be closed. The City and its consulting engineer are reviewing options to shorten or shift the turf runway to satisfy all MnDOT and FAA requirements for clear zones at each end of the 6/24 runway.

Community Development Coordinator Todd Peterson reported that the EDA met on September 12, 2012 and discussed the following:

- Discussed the Comprehensive Housing Study for Roseau County, Minnesota.
- Approved a loan for the Roso Theatre to purchase digital equipment.
- The sale of the downtown building has been postponed.
- Discussed the request of the warehouse location by “Frito Lay”.

Community Development Coordinator Todd Peterson reported that the Roseau County Affordable Housing committee met on September 20, 2012 and Mary Bujold gave a presentation of the Comprehensive Housing Study for Roseau County, Minnesota and it was recommended to have a follow up meeting and invite the major employers, Hospital, Schools, and to also include the City of Roseau, Roseau County and other politicians to discuss some plans of action to address the affordable housing needs.

After review and discussion it was decided the Liquor Store Committee will meet with Dick Rude, RRA, Inc. to discuss the vision of a time line and a break down of costs of the proposed addition to the Liquor Store as recommended by Liquor Store Manager Brad Wiberg.

Council member Pat Novacek reported that around 800 people attended the Annual Roseau Volunteer Fireman’s Barbecue and Ball held September 29th, 2012.

After review and discussion Council member Pat Novacek made a motion to approve to proceed with the Gilbertson Ballpark bleacher improvement, as presented by the Roseau School, at a 1/3 cost to the city and 1/3 cost to the school and 1/3 cost to a private donor, seconded by Council member Curt Ireland and it was carried by unanimous vote.

Council member Pat Novacek introduced the following resolution and authorized the Mayor and Clerk to sign:

RESOLUTION NO. 22-12

Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment

WHEREAS, a contract has been let for the improvement of the Highway 11 NW Frontage Road and the contract price for such improvement is \$77,993 so that the total cost of the improvement will be \$77,993.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$26,759.92 and the portion of the cost to be assessed against benefited property owners is declared to be \$51,232.68.
2. Assessments shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or before the first Monday in January, 2013, and shall bear interest at the rate of 2 percent per annum from the date of the adoption of the assessment resolution.

3. The City Clerk, with the assistance of the Community Development Coordinator, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and file a copy of such proposed assessment in the City Clerk's Office for public inspection.

4. The Clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 1st day of October, 2012.

s/s: Jeff Pelowski
Mayor

s/s: Janet Lundbohm
City Clerk

The motion for the foregoing resolution was duly seconded by Council member Gerry Schiltz and upon vote being taken thereon the following members voted in favor thereof: Pelowski, Novacke, Schiltz, Vatsndal and Ireland.

and the following voted against the same: None

and the following abstained: None

and the following were absent: None

whereupon, said motion was declared duly passed and adopted.

Council member Pat Novacek introduced the following resolution and moved for its adoption and authorized the Mayor and Clerk to sign:

RESOLUTION NO. 23-12

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

WHEREAS, by a resolution passed by the Council on October 1, 2012, the Community Development Coordinator was directed to prepare a proposed assessment of the cost of improving the Highway 11 NW Frontage Road.

AND WHEREAS, the Community Development Coordinator has notified the Council that such proposed assessment has been completed and filed in his office for public inspection,

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

1. A hearing shall be held on the 5th day of November in the City Hall Council Chambers at 5:30 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, the to City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment remaining unpaid, with interest accrued to

December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 1st day of October, 2012.

s/s: Janet Lundbohm
City Clerk

s/s: Jeff Pelowski
Mayor

The motion for the foregoing resolution was duly seconded by Council member Linda Vatnsdal and upon vote being taken thereon the following voted in favor thereof: Pelowski, Vatnsdal, Ireland, Schiltz and Novacek.

and the following voted against the same: None

and the following abstained: None

and the following were absent: None

whereupon, said motion was declared duly passed and adopted.

After review and discussion Council member Curt Ireland motioned, Council member Linda Vatnsdal seconded and carried by unanimous vote to approve the AURI Agreement (drafted by City Attorney Pat Moren) and authorize the Mayor to sign the agreement with AURI that allows AURI to pay the City of Roseau for a contract operator position to operate the Roseau Gasifier.

After discussion Council member Linda Vatnsdal motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to renew the agreement with Johnson Oil for the property that Johnson Oil occupied along the railroad which will allow Johnson Oil to continue to clean up the property.

After much discussion Council member Gerry Schiltz motioned, Council member Curt Ireland seconded and it was carried by unanimous vote to deny Frito Lay's request to lease City land by the Roseau City Shop for a warehouse.

By consensus, the City Council approved setting the Preliminary 2013 budget meetings with the committees and department heads for October 24th and 29th from 5:00 pm to 7:00 pm each day.

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

