


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 9, 2023

Item No.: 7.e

Department Approval

City Manager Approval



Item Description: Discussion of Council Liaisons to various Groups and Committees

BACKGROUND

Each year the Council reviews, discusses and appoints Councilmembers to various commissions, community groups, task forces and other groups. The attached list includes 2019, 2020 and 2021 appointments.

Discussion of Council Liaisons could include:

- Changes to memberships
- Additional groups appropriate to have a Council or staff liaison
- Policy for selection and rotation of councilmembers to these groups
- Expectations (frequency, type of information) for reporting to the Council
- Level of activity that liaisons play

POLICY OBJECTIVE

To comply with Minnesota Statutes 424A.04 Subdivision 1(a).

[Per Minnesota Statute 424A.04 Subdivision 1\(a\)](#), the three municipal trustees of a Firefighter Relief Association must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

BUDGET IMPLICATIONS

NA

RACIAL EQUITY IMPACT SUMMARY

NA

STAFF RECOMMENDATION

NA

REQUESTED COUNCIL ACTION

Motion to approve a Resolution designating appointments to various groups and committees, including the Fire Relief Association

Prepared by: Katie Bruno, Deputy City Clerk

- Attachment:
- A. Resolution
 - B. 2020-2022 Council Memberships/Liaisons
 - C. MN Statutes 424A.04
 - D. Liaison Attendance

**EXTRACT OF MINUTES OF MEETING
OF THE CITY COUNCIL
OF THE CITY OF ROSEVILLE**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 9th day of January, 2023 at 6:00 p.m.

The following members were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION _____

**RESOLUTION DESIGNATING REPRESENTATIVES TO VARIOUS GROUPS
AND COMMITTEES INCLUDING THE FIREFIGHTER RELIEF ASSOCIATION**

WHEREAS the Council appoints the following individuals to serve on the following groups and organizations; and

Group/Organization/Activity	2023
Northeast Youth & Family Services Board, Roseville Board Member	
North Suburban Communications Commission/North Suburban Access Corporation Board, Board Member	
Ramsey County League of Local Governments, Roseville Representative	
Visit Roseville	
Rice/Larpenteur Alliance Executive Committee	
Rice/Larpenteur Neighborhood Livability & Events Committee	
Rice/Larpenteur Economic Development & Transportation Committee	

Council Standing Subcommittees	2023
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City Manager Performance Review	
Council Representative to Legislative Work	

WHEREAS, Per Minnesota Statute 424A.04 Subdivision 1 (a), the three municipal trustees to the Fire Relief Board must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

NOW, THEREFORE, BE IT RESOLVED by the City Council (the “Council”) of the City of Roseville, Minnesota (the ‘City”), that the Council designate:

1. Mayor Roe as the elected municipal representative to the Roseville Firefighter Relief Association, and;
2. The City Manager as the municipal representative to the Roseville Firefighter Relief Association.

The motion for the adoption of the foregoing resolution was duly seconded by _____, and upon vote taken thereon, the following voted in favor thereof:

the following voted against the same:

WHEREUPON said resolution was declared duly passed and adopted.

Resolution – Designating Municipal Representatives to Roseville Firefighter Relief Association

STATE OF MINNESOTA)
s) s
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on January 4, 2021 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of January, 2023.

Patrick Trudgeon, City Manager

(Seal)

Group/Organization/Activity	2020	2021	2022
Northeast Youth & Family Services Board, Roseville Board Member	Laliberte	Groff	Groff
North Suburban Communications Commission/North Suburban Access Corporation Board, Board Member	Roe	Roe	Roe
Ramsey County League of Local Governments, Roseville Representative	Laliberte	Strahan	Strahan
Roseville Fire Relief Association, Board of Trustees, Ex-officio members	City Manager, Roe, Fire Chief	City Manager, Roe, Fire Chief	City Manager, Roe, Fire Chief
Visit Roseville		Groff Sept. 2020-Aug. 2023	Groff Sept. 2020-Aug. 2023
Rice/Larpenteur Alliance Executive Committee		Roe	Roe
Neighborhood Livability & Events Committee		Etten	Etten

Council Standing Subcommittees	2020	2021	2022
City Manager Performance Review	Etten, Groff	Etten, Willmus	Etten, Willmus
Council Representative to Legislative Work	Laliberte	Strahan	Strahan

Other Activities (Information only; not council-designated)	2020	2021	2022
League of Minnesota Cities Policy Committees	City Manager	City Manager	City Manager
Metro Cities Policy Committees	City Manager	City Manager	City Manager
Minnesota Benefit Association, Board Member	Mayor Roe	Mayor Roe	Mayor Roe
Metro Cities Board of Directors	Laliberte	Strahan	Strahan

Met Council Land Use Advisory Committee	Mayor Roe	Mayor Roe	Mayor Roe
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424A.04 VOLUNTEER RELIEF ASSOCIATIONS; BOARD OF TRUSTEES.

Subdivision 1. **Membership.** (a) A relief association that is directly associated with a municipal fire department must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association and three trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated. The bylaws of a relief association which provides a monthly benefit service pension may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The three municipal trustees must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

(b) A relief association that is a subsidiary of an independent nonprofit firefighting corporation must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association, two trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated, and one trustee must be the fire chief serving with the independent nonprofit firefighting corporation. The bylaws of a relief association may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The two municipal trustees must be elected or appointed municipal officials, selected as follows:

(1) if only one municipality contracts with the independent nonprofit firefighting corporation, the municipal trustees must be two officials of the contracting municipality who are designated annually by the governing body of the municipality; or

(2) if two or more municipalities contract with the independent nonprofit corporation, the municipal trustees must be one official from each of the two largest municipalities in population who are designated annually by the governing bodies of the applicable municipalities.

(c) The municipal trustees for a relief association that is directly associated with a fire department operated as or by a joint powers entity must be the fire chief of the fire department and two trustees designated annually by the joint powers board. The municipal trustees for a relief association that is directly associated with a fire department service area township must be the fire chief of the fire department and two trustees designated by the township board.

(d) If a relief association lacks the municipal board members provided for in paragraph (a), (b), or (c) because the fire department is not located in or associated with a municipality or joint powers entity, the municipal board members must be the fire chief of the fire department and two board members appointed from the fire department service area by the board of commissioners of the applicable county.

(e) The term of the appointed municipal board members is one year or until the person's successor is qualified, whichever is later.

(f) A municipal trustee under paragraph (a), (b), (c), or (d) has all the rights and duties accorded to any other trustee, except the right to be an officer of the relief association board of trustees.

(g) A board must have at least three officers, who are a president, a secretary and a treasurer. These officers must be elected from among the elected trustees by either the full board of trustees or by the relief association membership, as specified in the bylaws. In no event may any trustee hold more than one officer position at any one time. The terms of the elected trustees and of the officers of the board must be specified in the bylaws of the relief association, but may not exceed three years. If the term of the elected trustees

exceeds one year, the election of the various trustees elected from the membership must be staggered on as equal a basis as is practicable.

Subd. 2. Fiduciary duty. The board of trustees of a relief association shall undertake their activities consistent with chapter 356A.

Subd. 2a. Fiduciary responsibility. In the discharge of their respective duties, the officers and trustees shall be held to the standard of care specified in section 11A.09. In addition, the trustees shall act in accordance with chapter 356A. Each member of the board is a fiduciary and shall undertake all fiduciary activities in accordance with the standard of care of section 11A.09, and in a manner consistent with chapter 356A. No fiduciary of a relief association shall cause a relief association to engage in a transaction if the fiduciary knows or should know that the transaction constitutes one of the following direct or indirect transactions:

- (1) sale or exchange or leasing of any real property between the relief association and a board member;
- (2) lending of money or other extension of credit between the relief association and a board member or member of the relief association;
- (3) furnishing of goods, services, or facilities between the relief association and a board member; or
- (4) transfer to a board member, or use by or for the benefit of a board member, of any assets of the relief association. A transfer of assets does not mean the payment of relief association benefits or administrative expenses permitted by law.

Subd. 3. Conditions on relief association consultants. (a) If a volunteer firefighter relief association employs or contracts with a consultant to provide legal or financial advice, the secretary of the relief association shall obtain and the consultant shall provide to the secretary of the relief association a copy of the consultant's certificate of insurance.

(b) A consultant is any person who is employed under contract to provide legal or financial advice and who is or who represents to the volunteer firefighters relief association that the person is:

- (1) an actuary;
- (2) a certified public accountant;
- (3) an attorney;
- (4) an investment advisor or manager, or an investment counselor;
- (5) an investment advisor or manager selection consultant;
- (6) a pension benefit design advisor or consultant; or
- (7) any other financial consultant.

History: 1979 c 201 s 14; 1980 c 607 art 15 s 12; 1981 c 224 s 210; 1983 c 219 s 8; 1989 c 319 art 8 s 27; 2000 c 461 art 15 s 10; 1Sp2001 c 10 art 16 s 1; 1Sp2005 c 8 art 9 s 14; 2009 c 169 art 10 s 38; 2012 c 286 art 12 s 16; 2018 c 211 art 14 s 19

City Council Liaisons	2022
	Attendance
Northeast Youth and Family Services Board (Groff)	9 of 9 meetings
North Suburban Cable Commission/North Suburban Access Corporation (Roe)	6 of 6 meetings
Ramsey County League of Local Governments (Strahan)	6 of 9 meetings
Visit Roseville (Groff)	6 of 6 meetings
Roseville Fire Relief Association (Roe)	4 of 6 meetings
Roseville Fire Relief Association (City Manager)	6 of 6 meetings