

**City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, August 15th, 2024**

Mayor Renee Hafften called the City Council Workshop to Order at 5 p.m. Council members Mike Werman, Wyatt Gutzke, Heather Michalik and Melissa Vogel were in attendance. Council members absent: None.

City Administrator Anna Carlson, Assistant City Administrator/City Clerk Debbie Buoy, Finance Director Viktoriya Montik, Public Works Director Trevor Brummer, Engineer Steve Heglund, Fire Chief David Angell, Assistant Fire Chief David Reed, Street Supervisor Jason Styve, Megan Lundell and Tyler Neibert were also in attendance.

Members of Council, members of the Rockford Fire Department, and staff discussed the Fire Department equipment purchase options. The discussion was to gain Council’s consideration and input regarding financing scenarios to purchase an aerial truck and a pumper truck. Discussion included 20 year bonding or 10 year bonding for both trucks or 10 year bonding for one truck now and purchasing the second truck later. Council discussed the effects of each scenario on the debt levy and how that would carry over to possible property tax increases. Consideration was noted of other possible property tax increases from the County, School District or other. Finance Director Viktoriya Montik explained the bonding numbers, amount of interest that would be accrued on each scenario, depreciation schedules, contributions from the Rockford Township and the City of Greenfield as well as many other details. Council stated that this will need to be discussed with the City Financial Advisor. Further information will be collected, and this will be discussed again at a future meeting.

No formal action was taken, as these matters were set on for discussion and introduction purposes only.

**City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, August 15th, 2024**

Mayor Renee Hafften called the City Council Meeting to Order at approximately 6:00 p.m. Council members Mike Werman, Wyatt Gutzke, Heather Michalik and Melissa Vogel were in attendance. Council members absent: None.

City Administrator Anna Carlson, Assistant City Administrator/City Clerk Debbie Buoy, Finance Director Viktoriya Montik, Public Works Director Trevor Brummer, Engineer Steve Heglund, Fire Chief David Angell, Assistant Fire Chief David Reed and Street Supervisor Jason Styve were also in attendance.

A motion was made by Werman and seconded by Gutzke to approve the Consent Agenda Items 2A through 2D as listed and set on the Agenda for the Council Meeting:

- A. Approval of Minutes of July 23, 2024, City Council Workshop & Regular Meeting
- B. Approval Payment of Claims
- C. Approval to Amend Resolution No. 24-13 Annual Appointments, Resolution No. 24-32
- D. Approval of Unpaid Leave

Rockford City Council Regular Meeting: August 15th, 2024

Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel.

Wright County Sheriff's Update

Deputy Larson was not in attendance for this meeting.

Approval of Services to Repaint Light Poles on HWY 55

The purpose of this agenda item is to gain Council consideration for contract services for maintenance to the 24-acorn style light poles along Hwy 55 which includes prepping and painting. Public Works requested bids and Bullfrog Ind was the lowest bid. The funds to pay for this will come from the repair and maintenance of traffic lights which has been budgeted for.

A motion was made by Michalik and seconded by Vogel to approve Bullfrog Ind to prep and paint the 24-acorn style lights along Hwy 55 for \$6,170.00.

Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel.

Maintenance/Mechanic Position

Public Works Director Trevor Brummer stated that the Public Works Maintenance Mechanic position is still available. The personnel committee met and discussed the candidates and recommended offering the position to Cody Anderson. Cody has several years of experience and a degree in Automotive Service Technology.

A motion was made by Michalik and seconded by Gutzke to approve the hiring of Cody Anderson as the Public Works Maintenance Mechanic worker with a starting pay of \$30.00 per hour, starting September 3rd, 2024, and pending a successful background check and verification.

Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel.

Special Event License Application for Billy's Rockford Bar

Staff is in receipt of an application for a special event to be held at Billy's Rockford Bar on August 21st, 2024, from 4:00 pm to 8:30 pm. This special event is to support The Livin Foundation, a 501c3 non-profit with a mission of preventing suicide. The event will have live music (solo with a guitar), merchandise and swag. Billy's Rockford Bar will be donating a portion of their sales to the non-profit.

A motion was made by Michalik and seconded by Vogel to approve the Special Event License Application for Billy's Rockford Bar to hold their Livin event On 8/21/2024 from 4:00 pm to 8:30 pm pending receipt of the required corrected liability insurance.

Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel.

Approval of Unpaid Leave

According to our Personnel Ordinance 206.12 Leaves Without Pay, the council may grant any regular full-time employee a leave of absence without pay. Due to unusual circumstances staff are requesting the Council to consider approving two weeks of unpaid leave for Lilly Gutknecht.

A motion was made by Vogel and seconded by Michalik to approve two weeks unpaid leave for Lilly Gutknecht.

Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel.

Staff Reports

City Administrator Anna Carlson stated that staff have been working on elections, River days and budget preparations. Chief Angell stated that River days went well, and the Fire Fighter of the month is Michael Beyer. Public Works Director Trevor Brummer stated that the playground equipment installation is nearly completed. He also stated that the tree that was a concern has been removed from the Stork House property. While the road was closed for the removal of this tree, public works took advantage of the closure and did some bridge maintenance. Council Member Vogel gave updates on Rocktoberfest which will be held on October 5th at Riverside Park. Mayor Hafften gave a thank you from River days to all City staff and especially Public Works.

Open Forum

No one was present to speak.

Adjournment

A motion was made by Werman and seconded by Gutzke to adjourn the meeting at approximately 6:37 pm.

Motion Carried: Voting in favor; Hafften, Werman, Gutke, Michalik and Vogel

Typed this 19th day of August 2024.

Debbie Buoy
Clerk/Assistant City Administrator
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at www.cityofrockford.org. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:



Renee Hafften
Mayor

Attest:



Debbie Buoy
Clerk/Assistant City Administrator