

City of Rockford, Minnesota Workshop Meeting Minutes 5:00 p.m., Tuesday, September 28, 2021

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Rick Martinson, Scott Seymour, Debbie Buoy and Denise Willenbring were in attendance.

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland; were also in attendance.

Members of the Staff and Council reviewed the 2022 Preliminary Property Tax Levy, Draft Budgets and recent and projected financial reports for this year and for 2022. City Staff also reviewed the proposed Agreement from MnDot regarding the Rectangular Reflective Beacon project and discussed the impact of the Agreement on short and long term debt obligations and staff responsibilities.

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

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, September 28, 2021

The City Council Meeting was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Rick Martinson, Scott Seymour, Debbie Buoy and Denise Willenbring were in attendance.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; Rockford Lion President, Marsha White and her husband Doug White; and Deputy Wyatt of the Wright County Sheriff's Department were also in attendance.

A motion was made by Martinson, and seconded by Willenbring, to approve the Consent Agenda Items 3A through 3D as listed and set the Agenda for the Council Meeting:

- 3A. Approve Minutes from the September 14, 2021 Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 32989 through 33019; and Check Number 1474e through Check Number 1479e totaling \$96,024.98
- 3C. RES / Approve Rockford Boosters Purse Bingo
- 3D. Approve United Presbyterian Church Harvest Fest

Motion Carried: Voting in favor; Hafften, Martinson, Buoy, Seymour and Willenbring.

Deputy Wyatt, Wright County Sheriff

Deputy Wyatt provided a general update to the City Council regarding police activity in Rockford over the past two weeks. This activity included additional patrols in the Park and at the intersection of Highway 55 and Ash Street at the Crosswalk. No formal action was taken, as this matter was set on for discussion purposes only.

New Business: Resolution Approving MnDot Cooperative Construction Agreement

Administrator / Attorney Madsen reviewed the proposed Agreement, noting that the Resolution attached for review also referenced this Agreement and the prior Agreement for the Main Street Project in 2018 wherein the City agreed to maintain the improvements and crosswalks that cross city streets, but not those that cross MnDot Highways. The Agreement covered the on-going obligation of the City to maintain the RRFB system once installed, including maintenance and replacement. After additional discussion and review, Motion was made by Willenbring, and seconded by Seymour, to approve the Resolution Approving the MnDot Cooperative Construction Agreement.

Motion Carried: Voting in favor; Hafften, Martinson, Buoy, Seymour and Willenbring.

New Business: RES 2022 Preliminary Property Tax Levy and Draft 2022 Budgets

Administrator / Attorney Madsen reviewed the proposed Preliminary Property Tax Levy and Draft 2022 Budgets, noting that the Levy was currently set at an increase from 2021 by approximately 4%, equal to roughly \$74,000. With the growth in Rockford, including 47 new homes last year, the expanded tax base should render this levy increase at an effective break-even point as it impacts people's property taxes. After additional discussion and review, including that the preliminary levy can be reduced but not increased in December, and on the impact of the proposed levy and city services, Motion was made by Martinson, and seconded by Buoy, to approve the Resolution and the Preliminary 2022 Preliminary Property Tax Levy and Budget.

Motion Carried: Voting in favor; Hafften, Martinson, Buoy, Seymour and Willenbring.

New Business: Prime Advertising Copy Editing, New Website

Administrator / Attorney Madsen explained that Prime Advertising had proposed copy writing language for the City's new website. This project was estimated to take roughly 60 hours, for which they would charge \$150 per hour. After discussion and review, including the concern of staff time in writing language for the website, Motion was made by Hafften, and seconded by Willenbring, to approve the Agreement.

Motion Carried: Voting in favor; Hafften, Martinson, Buoy, Seymour and Willenbring.

Members of the Staff and Council then presented general updates including Rocktoberfest, the Walkability Study and SRTS and other matters of general interest.

Administrator / Attorney Madsen then presented pictures and reviewed Councilman Martinson's time on the City Council. Lion President White shared stories of Martinson and the Council, Staff and those present thanked Martinson for his service to the City of Rockford. Martinson explained that he had sold his house, and this would be his last meeting as a member of the City Council.

Motion was then made by Martinson, and seconded by Seymour, to adjourn the meeting.

Motion Carried: Motion Carried: Voting in favor; Hafften, Martinson, Buoy, Seymour and Willenbring, and the meeting was adjourned at approximately 6:47 p.m.

Typed this 7th day of October, 2021.

Dan Madsen
City Administrator, Special Counsel
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:

Dan Madsen
City Administrator, Special Counsel