

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, February 11th, 2020

The meeting was called to Order by Mayor Renee Hafften at 5:00 p.m. Council members Rick Martinson, Scott Seymour, Debbie Buoy and Ted Hill were present.

City Administrator / City Attorney, Dan Madsen; Fire Chief, Ben Sanderson; Assistant Fire Chief, Nathan Buoy were also in attendance.

Members of the Council and Staff discussed and reviewed the Fire Department's proposed purchase of a Duty Vehicle and the Duty Vehicle Policy, and briefly discussed the PeopleService Agreement and request to reduce hours and scope of service. 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, February 11th, 2020

The meeting was called to Order by Mayor Renee Hafften at 6:00 p.m. Council members Rick Martinson, Scott Seymour, Debbie Buoy and Ted Hill were present.

City Administrator / City Attorney, Dan Madsen; Fire Chief, Ben Sanderson; Assistant Fire Chief, Nathan Buoy were also in attendance.

Set Agenda and Approve Consent Agenda Items:

A **MOTION** was made by Hill, and seconded by Seymour, to approve the Consent Agenda Items 3A and 3E and set the Agenda for the Council Meeting as listed:

3A. Approve Minutes from the January 28th, 2020 Workshop and Regular Council Meeting;

3B. Approve Payment of Claims, Check Number: 1159E, 1160E, 502386E through 502392E, and and check number 30917 through check number 30965 totaling \$89,797.18;

3C. Approve January 2020 Building Permits

3D. Resolution #20-09 Establishing Fire Department Duty Vehicle Policy

3E. Approve moving February 26th, 2020 Council Meeting to February 24th, 2020

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

New Business: PeopleService Amended Agreement

Administrator / Attorney Madsen explained that the City had received a formal Amendment to the existing Agreement with PeopleService wherein they requested that the services and hours of service both be reduced due to their levels of available staffing. After discussion and review, including insuring the City had the ability to terminate the Agreement at any time with written notice, **MOTION** was made by Martinson, and seconded by Hill, to approve the Amendment that recued the fees charged by PeopleService to \$500 per week and extended the Agreement through June, 30, 2020.

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

New Business: Fire Department Duty Vehicle Purchase and Policy

Madsen explained that at the Fire Department had come to terms for the purchase of the Fire Department Duty Vehicle, including the Title Transfer Agreement, for the amount of \$9,250. It was noted that lighting would be an additional expense, as the existing vehicle did not have lights that were included in the sale. **MOTION** was made by Martinson, and seconded by Hill, to approve the purchase of the Duty Vehicle.

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

New Business: 2020 Goals

Madsen reviewed the goals for 2019 and provided that the Council had began the process of setting goals for 2020. It was noted that the process would be continued at a following workshop in the coming weeks. No formal action was taken.

Staff Reports:

Members of the Staff and Council provided updates including the status of hit mail boxes that occurred during the latest snow events, the Fire Department spaghetti dinner and the importance of keeping hydrants clear of snow.

Open Forum:

Mayor Hafften called for open forum, no one from the public spoke.

Adjournment:

MOTION was then made by Hill, and seconded by Seymour, to adjourn the meeting.

Motion Carried: Voting in favor; Hafften, Buoy, Hill, and Seymour, and the meeting was adjourned at approximately 6:35 p.m.

Typed this 20th day of February, 2020.

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