

**City of Rockford, Minnesota Council Workshop Minutes**  
**5:00 p.m., Tuesday, January 28, 2020**

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

City Administrator / City Attorney, Dan Madsen; Fire Chief, Ben Sanderson; Assistant Fire Chief, Nathan Buoy; and, City Engineer Steve Hegland, of Wenck and Associates were also in attendance.

Members of the Council and Staff discussed and reviewed the Fire Department request to purchase a Duty Vehicle from the City of Minnetonka Public Works Department. The vehicle was previously used as a Command Vehicle for the Minnetonka Fire Department, and they are preparing to send the vehicle to auction after they downsized their duty officers on duty schedule. The vehicle has approximately 63,000 miles and is in good condition. The lighting package has been removed from the vehicle, and it is unknown if the lights will be included in any potential sale. Comparable vehicles on the market are currently listed for sale in the \$10,000 to \$15,000 range. 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, January 28, 2020**

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

City Administrator / City Attorney, Dan Madsen; Fire Chief, Ben Sanderson; Assistant Fire Chief, Nathan Buoy; and, City Engineer Steve Hegland, of Wenck and Associates, and Sue Van Cleaf of the Crow River News were also in attendance.

**Set Agenda and Approve Consent Agenda Items:**

A MOTION was made by Buoy, and seconded by Hill, to approve the Consent Agenda Items 3A through 3F and set the Agenda for the Council Meeting as listed:

3A. Approve Minutes from the January 14<sup>th</sup>, 2020 Workshop and Regular Council Meeting

3B. Approve Payment of Claims, check #30878 through 30916, and 502382E through 502385E, totaling \$51,238.12

3C. Resolution #20-07 Nominating 2020 Presidential Primary Election Judges

3D. Rescheduling February 25<sup>th</sup>, 2020 Council Meeting to February 26, 2020 to avoid conflict with the 2020 Caucuses

3E. Resolution #20-08 2020 Rockford Fire Department Appointment of Officers

3F. Approve the 2020 Wenck Engineering Fee Schedule

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

### **New Business: Rockford Fire Department Command / Duty Vehicle**

Administrator / Attorney Madsen summarized the Fire Department request to purchase a Duty Vehicle from the City of Minnetonka Public Works Department. The vehicle was previously used as a Command Vehicle for the Minnetonka Fire Department, and they are preparing to send the vehicle to auction after they downsized their duty officers on duty schedule. The vehicle has approximately 63,000 miles and is in good condition. The lighting package has been removed from the vehicle, and it is unknown if the lights will be included in any potential sale. Comparable vehicles on the market are currently listed for sale in the \$10,000 to \$15,000 range. After additional discussion and review, including a review of the Duty Vehicle Use Policy, **MOTION** was made by Hill, and seconded by Seymour, to approve the purchase of the vehicle for up to \$10,000.

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

### **New Business: Volunteer of the Year Nominations**

Administrator / Attorney Madsen explained that National Volunteer Recognition Week is April 19<sup>th</sup> to April 25<sup>th</sup>, 2020. Each year, the City asks for nominations for the Volunteer of the Year, with this year's deadline being March 18<sup>th</sup>, 2020 at 4:00 p.m. Interested persons should submit their nominations to City Hall on or before that date.

No formal action was taken, as this matter was set on for informative purposes only.

### **New Business: Ver-Tech Discharge Permit**

Engineer Hegland explained that Ver-Tech, as a large industrial wastewater discharging corporation, was required to have a special permit and discharge agreement with the City of Rockford for testing and pretreatment of their discharge into the Wastewater System. Hegland stated that Ver-Tech had no violations of their permit, had worked well with the City and was in agreement and compliance with the recommended parameters. Members of the City Council asked various questions, including whether the permit had an option to amend the discharge levels or expenses to Ver-Tech if our

MPCA Permit was changed to require more stringent discharge parameters. This question was answered in the affirmative, that there was a sixty-day notice process whereby the City could amend the Agreement during the two-year term. After additional discussion and review, **MOTION** was made by Hill, and seconded by Martinson, to approve the Permit.

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

**Staff Reports:**

Members of the Staff and Council provided updates including the Delano Tigers outdoor practice in Rockford, new Public Works staff starting, and information on the Fire Department Spaghetti Dinner.

**Open Forum**

Mayor *Pro Tem* Martinson 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; Martinson, Buoy, Hill, and Seymour.  
and the meeting was adjourned at approximately 6:17 p.m.

Typed this 5<sup>th</sup> 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](http://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:

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Rick Martinson  
Mayor *Pro Tem*

Attest:

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Dan Madsen  
City Administrator, Special Counsel