

City of Rockford, Minnesota Council Meeting Minutes  
6:00 p.m., Tuesday, May 12<sup>th</sup>, 2015

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

City Administrator / Special Counsel, Dan Madsen; City Engineer, Jared Ward; Public Works Director, Trevor Brummer; and Street Lead, John Quirk were present at the meeting. The Rockford Ambassadors, Steve Nisbet, Kelly Frankenfeld and Jim Lupino were also in attendance.

A motion was made by Councilman Martinson to approve the Consent Agenda and set the agenda for the Council Meeting. This motion was seconded by Councilwoman Buoy and carried by a 4-0 vote.

\*Approve Consent Agenda/Set Agenda

**MOTION** was made by Martinson, seconded by Buoy to approve all items on the consent agenda 3.A. to 3.E. and New Business as item 4.A to 4.C.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, AND MARTINSON.

\*Approve City Council Meeting Minutes/April 28, 2015

**MOTION** was made by Martinson, seconded by Buoy to approve the minutes of the April 28, 2015 City Council meeting.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, AND MARTINSON.

\*Approve Payment of Claims

**MOTION** was made by Martinson, seconded by Buoy to approve the payment of claims #24642 to #24691 in the amount of \$157,012.25.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, AND MARTINSON.

\*Approve Building Permits

**MOTION** was made by Martinson, seconded by Buoy to approve the April 2015 Building Permits.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, AND MARTINSON.

\*Pay Request #9/2014 Utility Improvement Project – LaTour Construction, Inc.

**MOTION** was made by Martinson, seconded by Buoy to approve Pay Request #9 for the 2014 Utility Improvement Project to LaTour Construction, Inc. in the amount of \$21,011.34.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, AND MARTINSON.

\*Pay Request #11/WWTF Project – KHC Construction, Inc.

**MOTION** was made by Martinson, seconded by Buoy to approve Pay Request #11 for the WWTF Project to KHC Construction, Inc. in the amount of \$13,125.00.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, AND MARTINSON.

Street Department Lead John Quirk presented the 2015 seal coat quotes for Council consideration. Three quotes were received for the project with the low quote being submitted by Pearson Brothers for a total project cost of \$85,246.65. Mr. Quirk explained that the actual cost may be less than the quote as staff were considering reducing the size of the area to be seal coated this year.

A motion was made by Councilman Martinson to approve the quote offered by Pearson Brothers and pass the associated Resolution #15-18 with a project total cost not to exceed \$85,246.65. This motion was seconded by Councilman Hill and passed by a 4-0 vote.

Steve Nisbet and Kelly Frankenfeld from Wright Hennepin Electric then addressed the Council with an update on the joint Solar Pilot Project between Wright Hennepin and the City of Rockford. Mr. Nisbet highlighted the cost savings to the city for partnering for a solar garden on the City Center Mall roof and explained that contract language should be ready for Staff and Council review later this week. No formal action was taken by the Council.

The request of Quint Pillai of Bridge Core Asset Management and owner of the vacant lots of Boulder Ridge came on for consideration by the Council. Administrator Madsen explained that Mr. Pillai had requested total permit fees for constructing townhomes estimated to be valued at \$250,000 not to exceed \$3,000 per townhome. The Council discussed the policy considerations involved in decreasing permit fees and reviewed the greater impact and expense to the city in issuing building permits. No formal action was taken by the Council.

Administrator / Counsel Madsen presented an update on the Riverside Park Shelter construction project and advised the Council that delays in architect design plans, issuance of a building permit and materials for construction being on back order have delayed the timeline for Substantial Completion for the Park Shelter. It was explained that the shelter would not be complete until June 24<sup>th</sup>, 2015, and rain or weather delays may push completion beyond that date. A motion was made by Councilman Martinson, and seconded by Councilwoman Buoy, to approve the extension of the Substantial Completion date for the shelter to June 24<sup>th</sup>, 2015. The motion carried by a 4-0 vote.

Administrator / Counsel Madsen provided an update on the Park Shelter color selection and the hiring process for the Public Works Mechanic position. Engineer Ward provided an update on the winding down of the 2014 Utility Projects. Public Works Director Brummer provided an update on the Maplewood Manor project and crack sealing. Councilwoman Buoy provided an update on the Firemen's Pancake Breakfast. Councilman Martinson announced that the Rockford Lions had voted to provide up to \$15,000 to help cover the cost of the heating and cooling installation at the Park Shelter. Mayor Renee Hafften provided an update on Thousand Hearts project and event.

The Rockford Ambassadors addressed the Council and explained how much they enjoyed being a part of that program. They highlighted various events and happenings over the past year and appreciated the opportunity. The Council thanked the Ambassadors and their families for their time and commitment to our community.

Resident Jim Lupino addressed the Council with several questions that had been raised by his friends and neighbors regarding the Rockford City Center Mall. Administrator / Counsel Madsen and the City Council discussed the questions raised and provided answers and explanations.

A motion was then made by Councilman Martinson to adjourn the meeting. This motion was seconded by Councilman Hill and carried by a vote of 4-0. The meeting was then adjourned at approximately 7:40 p.m.

Typed this 13<sup>th</sup> day of May, 2015.

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:

---

Renee Hafften  
Mayor

Attest:

---

Dan Madsen  
City Administrator, Special Counsel