

City of Rockford, Minnesota Council Meeting Minutes **6:00 p.m., Tuesday, March 13, 2018**

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

City Administrator / Special Counsel, Dan Madsen; Jared Ward, City Engineer; Members of the Rockford Ambassadors; and Katelin Roaring, Resident were also in attendance.

Set Agenda and Approve Consent Agenda Items:

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

3A. Approve Minutes from the February 27, 2018 Council Workshop and Meeting

3B. Approve Payment of Claims, Check Number: 28415 through Check Number 28467 totaling \$124,595.50.

3C. Approve February Building Permits

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

New Business: Utility Rates, New construction and Averaging

Madsen explained the history with the Water and Sewer Rate calculations, and how the actual versus averaging process impacts new construction homes, people who relocate after the averaging period ends, and people who vacation away from Rockford in the winter months. After detailed discussion of the challenges and inequities that are latent in the averaging method for calculating wastewater bills, discussion turned to consideration of what other cities did to address these issues.

Madsen reviewed how fifteen other cities billed for wastewater rates in the summer months and noted that many cities did things slightly different than the other. Some cities used actual use, others used averaging; some imputed a minimum amount of use each month, while others based their numbers on people living in the household.

After additional discussion and review, the Council agreed that some form of action needed to be taken to address the inequities of wastewater averaging. Staff will put together a series of different formulas or scenarios for consideration by the Council and will present the same at a future Council Meeting. No formal action was taken, as this matter was set on for discussion purposes only.

New Business: Hurst Woods Ditch Checks and FEMA Funding

Engineer Ward explained to the Council that the City of Rockford received funding several years ago from FEMA to correct ditch checks in the Hurst Woods area that were impacted by flooding. The City, however, did not have easements over this area so the work was not completed. When Hurst Woods Fourth was platted, the new property owner provided the City with easements. That has allowed the City to make those corrections and protect our storm water intake system.

Engineer Ward further explained that this process should protect the storm water infrastructure for about a decade, but eventually a more permanent fix may want to be considered depending on the deterioration of the ditch check system. That, however, could be addressed based upon existing conditions and impact on the system over the next several years.

After additional discussion and review, **MOTION** was made by Hafften, and seconded by Hill, to approve the improvement of the ditch check system using the funds provided by FEMA.

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

New Business: National Volunteer Week

Mayor Hafften explained that National Volunteer Week is April 15th, 2018, and that each year the Council asks the Community for nominations for a Rockford Volunteer of the Year. This year, all applications will be due on Thursday, March 22nd, 2018. The Council will then review the applications and appoint a Volunteer of the Year, which will be announced at the April 10th or April 24th, 2018 Council Meeting. No formal action was taken, as this matter was set on for discussion and announcement purposes only.

Open Forum/The Mayor then opened the meeting up for Citizen Communications:

Members of the Rockford Ambassadors stopped into the meeting to thank the Council for their support and provided updates on their activities over the past year. The Council thanked the Ambassadors for their representation of our community.

Resident Katelin Roaring from 6002 Nathan Boulevard stopped in to ask the Council to look into the street lights in their neighborhood. Ms. Roaring noted that they had a broken street light that the residents there repaired, and that they feel the area is too

dark. It was discussed and explained that the street lights did not belong to the City, but actually belonged to Wright Hennepin and they should be contacted for repairs.

Engineer Ward and Administrator Madsen stated that they would look into the existing lighting in the neighborhood and discuss with Ms. Roaring what options there may be to install more lights in the area.

Staff Reports:

Staff and members of the Council then discussed various updates including the Community Expo, storm water intake maintenance and spring plans for road repairs.

Adjournment:

A **MOTION** was then made by Hill to adjourn the meeting. This motion was seconded by Seymour.

Motion Carried: voting in favor; Hafften, Hill, Seymour and Buoy, and the meeting was adjourned at approximately 6:55 p.m.

Typed this 20th day of March, 2018.

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