

**City of Rockford, Minnesota Workshop Meeting Minutes  
5:00 p.m., Tuesday, August 23<sup>th</sup>, 2022**

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

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland; Public Works Director, Trevor Brummer; Water and Wastewater Operator, Renee Oelrich; and Rockford Lions Scott Soukup, Steve Huston, Cheri Ashfeld, Randal Patnode were also in attendance.

Members of the City Council and Staff discussed and reviewed the Veteran's Memorial Project including the design, layout and number of monuments the initial build will contain. No formal action was taken as this matter was set on for discussion purposes only.

**City of Rockford, Minnesota Council Meeting Minutes  
6:00 p.m., Tuesday, August 23<sup>th</sup>, 2022**

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

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland; Water and Wastewater Operator, Renee Oelrich; and Public Works Director, Trevor Brummer; and Deputy Lovik of the Wright County Sheriff's Department were also in attendance.

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

- 3A. Approve Minutes from the August 10<sup>th</sup>, 2022 Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 34,164 through 34,210 totaling \$180,965.48
- 3C. Approve Sending Compact Roller to Lampis for Auction
- 3D. Approve David Drown Continuing Disclosure Agreement
- 3E. Approve Overhead Main Lift Repair

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

**Wright County Sheriff Update: Deputy Lovik.**

Deputy Lovik provided a general update on the criminal activity in Rockford over the past few weeks, including mention that there had been 206 calls for service that were mostly traffic violation based. It was reported that there has been a recent rash of break-ins to vehicles, and property owners should take extra care in keeping their cars locked and in the garage when possible at night. No formal action was taken as this matter was set on for discussion purposes only.

**New Business: DO Probe Purchase**

Wastewater and Water Operator Renee Oelrich explained that the Diffused Oxygen (DO) Probes at the Wastewater Treatment Plant were failing and in need of replacement. Oelrich stated that she had quotes from Hach, Automatic Systems, Erickson Electric and Killmer Electric to conduct the work, with the quotes of Automatic Systems for \$37,952 and Erickson Electric for \$5,760 being the low quotes for the purchase and installation. Members of the Staff and Council discussed the conditions and operations at the Plant, including the benefit these probes will provide. Motion was then made by Seymour, and seconded by Buoy, to approve the purchase and installation as presented.

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

**New Business: Overhead Hoist Repair**

Operator Oelrich explained that the Overhead Hoist at the Wastewater Treatment Plant was in need of repair, but was not in need of replacement. After inspection and review, Overhead Hoist and Crane Inc., and Total Tool provided quotes to replace the hoist, with Overhead Hoist and Crane recommending a repair instead of replacement since the hoist was still serviceable and in fairly good condition. The cost of repair by Overhead Hoist and Crane was quoted at \$9,950 to refurbish the hoist and keep it operational for another 3 to 6 years; replacement was quoted in excess of \$44,000. After additional discussion and review, including consideration of the benefits of repair versus replacement. Motion was made by Hafften, and seconded by Buoy, to approve the repair.

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

Members of the Staff and Council then provided updates regarding general happenings from around the city, including Rocktoberfest and the 2022 Street Project.

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

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring and Werman and the meeting was adjourned at approximately 6:37 p.m.

Typed this 9<sup>th</sup> day of September, 2022

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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Renee Hafften  
Mayor

Attest:

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Dan Madsen  
City Administrator, Special Counsel