

City of Rockford, Minnesota Workshop Meeting Minutes 5:00 p.m., Tuesday, June 8, 2021

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

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland were also in attendance.

Members of the Council and Staff discussed the survey regarding the potential Veteran's Memorial project in Rockford. Staff reviewed the survey results from the 30 respondents and discussed the summary of each answer. Staff and the Council then discussed how to interpret the survey and what next steps should be moving forward. Administrator / Attorney Madsen will be meeting with the Rockford Lions at an upcoming meeting and discussing the survey with them as well.

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

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, June 8, 2021

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

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; Deputy Ryan of the Wright County Sheriff's Department; Ceely Jones, Annika McMillen, Ashlyn Odean, Mary Dahl, Kylie Erickson, Erik Dahl and Mike Erickson of the Rockford Ambassadors Program were also in attendance.

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

- 3A. Approve Minutes from the May 25, 2021 Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 32587 through 32637 and Check Number 1410E through 1413E, totaling \$146,179.66.
- 3C. Approve Waste Management Temporary Agreement

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

Deputy Ryan, Wright County Sheriff

Deputy Ryan provided a general update regarding traffic stops and law enforcement activity in the City. No formal action was taken, as this matter was set on for discussion purposes only.

New Business: Rockford Ambassadors Program Update

Ceely Jones, Annika McMillen, Ashlyn Odean, Mary Dahl, Kylie Erickson presented their experience in the Rockford Ambassadors Program to the City Council. They discussed their

attendance at the St. Paul Winter Carnival, that they love meeting people from different cities and learning about their city events, and shared that they enjoy representing the Rockford Community around the State. The Rockford Ambassadors thanked the City Council for helping them store their float, and for their continued support. The City Council thanked the Rockford Ambassadors for their support and amazing representation of our community.

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

New Business: River Days Liquor and Special Event License

Administrator / Attorney Madsen explained that the River Days Committee had applied for a Special Events Permit and Liquor License for the annual River Days Event to be held August 13 through 15, 2021 in Riverside Park. After discussion and review, including a brief run-down of the planned events, Motion was made by Martinson, and seconded by Willenbring, to approve the Permit and License as requested.

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

New Business: Traffic Control at Linden and Main Street

Administrator / Attorney Madsen explained that there had been requests to install a stop sign at the intersection of Linden and Main. Engineer Hegland explained that while there had been no traffic study done, adding a stop sign to create a three-way stop mirrored the same traffic control design at the intersection of Linden and Maple Street. Hegland concluded that consistency was important in traffic control. Madsen asked the Council if the benefit of having a more controlled intersection at this location outweighed the detriment of not having a traffic control study done, and acknowledging that this location would quite likely not meet the technical warrants for such an installation. Members of the Council weighed the benefit to detriment, noting that technical warrants were not dispositive on whether or not traffic controls should be installed, and that the safety of this location and protection of the crosswalk were most important in light of all other policy considerations. After additional policy discussion and review, Motion was made by Martinson, and seconded by Buoy, to approve the installation of the Stop Sign.

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

New Business: RRFB Installation Project, Highway 55 and Maple Street

Engineer Hegland explained that this matter had been on several Agendas and Workshops with the City Council, and had been discussed at numerous Safe Routes to Schools meetings with the School District, Wright County, MnDot and local residents. This location had been identified in the Safe Routes to Schools study as an area most in need of improvement. After discussion and review by MnDot and the County, both entities agreed to allow and permit the installation of an RRFB System if funded and maintained by the City of Rockford in this location. Wright County stated that grant funds were available to cover 90% of the materials cost to help advance this project. Staff and the Council discussed the condition of the current crosswalk not being considered “safe” by many in the community. It was discussed that this RRFB System would not

make the crosswalk “safe,” it would make it safer than it currently is. Members of the Council and Staff discussed and concluded that since it was installed, MnDot would likely never remove the crosswalk, leaving the City with a decision to either leave it as is or improve it with the RRFB System. Madsen explained that the crosswalk would likely not meet warrants for installation of such a system, and that no traffic study was done to gauge the effectiveness of the system in this situation. Members of the Council and Staff discussed that these devices and systems had been used in numerous similar situations and have been favored by many jurisdictions as a way to improve safety at crosswalks. Madsen asked the Council to weigh the perceived benefit of the system against the detriment of owning and maintaining the system and installation without technical warrants or a traffic study. The Council discussed in detail that the improvement of the safety of this intersection greatly outweighed any detriment as discussed, and that the policy of making this crosswalk safer was paramount. The Council also discussed that the Safe Routes to Schools Committee, Wright County and MnDot all approved of the installation at this location and under these circumstances. It was also acknowledged that Council member Willenbring had contributed a tremendous amount of research and her work on this project was acknowledged by the Council. Motion was then made by Willenbring, and seconded by Seymour, to approve the installation as presented.

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

New Business: Liquor License Approval

Administrator / Attorney Madsen explained that the City had six establishments applying for liquor licenses through the City. RMC LLC applied as successor to Billy’s Bar and Restaurant, and El Bamba Tres LLC applied for a wine and beer license only, a reduction from their full-liquor license of last year. The Council and Staff discussed the licenses, applications, and noted none had violations or issues with their licenses in the past. After additional discussion and policy review, Motion was made by Martinson, and seconded by Seymour, to approve the Resolution and Liquor Licenses.

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

Members of the Staff and Council then presented general updates including Parkwood 5th Addition Construction, Park and Recreation Committee Meeting Updates, the Memorial Day Service, Kettenacker update on the basketball court, the potential installation of dog sanitation stations for dog waste disposal and other updates of general interest.

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

Motion Carried: Motion Carried: Voting in favor; Martinson, Buoy, Seymour and Willenbring, and the meeting was adjourned at approximately 7:20 p.m.

Typed this 16th day of June, 2021.

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