

City of Rockford, Minnesota Special Council Meeting Minutes
5:00 p.m., Tuesday, November 5th, 2019

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

City Administrator / City Attorney, Dan Madsen; and Public Works Director, Trevor Brummer were also in attendance.

Sent Agenda and Approve Consent Agenda Items:

A **MOTION** was made by Hafften, and seconded by Hill, to approve the Consent Agenda Item 2A and set the Agenda for the Council Meeting as listed:

2A. Accept Resignation of Doug Duda

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

New Business: Public Works Employee Posting

Administrator, Attorney Madsen explained that Staff had drafted a posting for an entry level Public Works General Maintenance position. Members of the Council reviewed and discussed the posting, including the starting compensation range, job duties and application deadlines. After additional discussion and review, **MOTION** was made by Hill, and seconded by Martinson, to approve posting of the position.

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

New Business: Water and Wastewater Operations Agreement

Madsen explained that the City had contacted PeopleService and Veolia and requested proposals for operating the City's water and wastewater facilities. Veolia failed to submit a proposal, but PeopleService did provide a proposal. Madsen reviewed the proposal, costs and additional potential expenses, as well as ramifications involved in accepting and not approving the Agreement. After additional discussion and review, **MOTION** was made by Hill, and seconded by Buoy, to approve the Agreement with PeopleServices which would run through February 29th, 2020.

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

New Business: Water and Wastewater Operator Job Posting

Madsen explained that Staff and members of the Personnel Committee discussed and recommended posting for the vacant Water and Wastewater Operator position. Madsen reviewed the job posting, qualifications, compensation range and details with the Council. It was discussed that interviewing for this position could be done simultaneously while negotiating with PeopleService for a long-term contract for operating the Water and Wastewater Facility. After additional discussion and review, **MOTION** was made by Hill, and seconded by Martinson, to approve posting of the position.

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

New Business: Snow Plowing Assistance

Madsen explained that being short staffed ran the risk of having challenges and potential problems in the event of a snow emergency. Staff sent out a request for snow plowing assistance and received several quotes on fees to be charged for snow plowing assistance this winter. Madsen and Brummer presented that a member of the Rockford Fire Department had the requisite Class B license with required endorsements and offered to plow on an on-call basis for \$25 per hour. Additionally, two employees of Burchville also offered to plow on an on-call basis for \$60 per hour, and these employees also had the requisite Class B license with all required endorsements. It was discussed that these assistant plow drivers would only be called in when needed and in case of emergencies, and that they were not employees of the city; but rather were being hired as independent contractors. After additional discussion and review, **MOTION** was made by Martinson, and seconded by Hill, to allow Staff to call in the assistant plow drivers as needed for the compensation as discussed.

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

Open Forum

Mayor Hafften called for open forum, no one from the public spoke.

Adjournment

MOTION was then made by Hill, and seconded by Martinson, to adjourn the meeting at 5:41 p.m. Motion Carried: voting in favor; Hafften, Martinson, Buoy and Hill, and the meeting was adjourned at approximately 5:41 p.m.

Typed this 7th day of November, 2019.

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