

City of Rockford, Minnesota Workshop Meeting Minutes 5:00 p.m., Tuesday, November 9, 2021

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

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

Members of the Staff and Council asked questions and reviewed the application of Mr. Werman to serve the vacant position on the Rockford City Council. Mr. Werman discussed his experience on Planning and Zoning and his work as a surveyor and how that applies to a position on the City Council.

Members of Staff and the Council then discussed that Council Candidate, Nick Morter, would be interviewed in the same form and fashion at 5:10 in Workshop before the November 23rd, 2021 Council Meeting.

No formal action was taken, as these matters were set on for informational purposes only.

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, November 9, 2021

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

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; and, Deputy Wyatt of the Wright County Sheriff's Department were also in attendance.

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

- 3A. Approve Minutes from the October 26, 2021 Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 33146 through 33186; and 1497E through 1500E, totaling \$68,638.87
- 3C. Approve Crow River Christmas Special Event and Fireworks
- 3D. Resolution approving Bingo, Delano Youth Baseball Association
- 3E. Approve Park Shelter Rental Policy Amendment

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

Deputy Wyatt, Wright County Sheriff

Deputy Wyatt provided a general update to the City Council regarding police activity in Rockford over the past two weeks. This activity included the warning that there had been an uptick in vehicle thefts including the stealing of catalytic converters and people drilling and syphoning gas tanks around town. No formal action was taken, as this matter was set on for discussion purposes only.

New Business: Council Vacancy Candidate Discussion

Administrator / Attorney Madsen explained that the Council had interviewed Candidate Mike Werman earlier in the evening and had an interview set for Candidate Nick Morter at 5:10 p.m. on Tuesday, November 23, 2021. No other action was taken, as this item was set on for discussion purposes only.

New Business: Resolution Amending Resolution 21-21 Accepting Feasibility Report and Calling for Public Hearing on the Improvements

Administrator / Attorney Madsen explained that the original Study and Order contained an assessment to property platted as outlots owned by the Boulder Ridge and Marsh Run Homeowner Associations. While the outlots owned by Boulder Ridge had market values assigned to them at the outset of this process, the HOA convinced Wright County to lower the market value to zero dollars, thus putting assessments to be assessed in conflict with the Special Benefits Test of Chapter 429. Madsen explained that the Resolution presented restarted the assessment process, but only as it related to these two specific areas as the other areas and determinations made by the Council were outside of this Resolution. Madsen continued that the assessments here were shifted from the outlots to the individual properties in each HOA, with the same amount being divided equally among the properties in that HOA and development. After additional discussion and review, including the Public Hearing that would be held at the November 23rd, 2021 Meeting at 6 p.m. and another review of the limited scope of the Amendment to Resolution 2021, Motion was made by Buoy, and seconded by Seymour, to approve the Resolution and Amendment and Calling for Public Hearing on the Improvements.

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

New Business: City of Rockford 3rd Quarter Financial Review

Finance Director, Jennifer Swendsen, presented the City of Rockford 3rd Quarter Financial Report. Swendsen walked the Council through the revenues taken in year-to-date in the General Fund, Special Funds and Enterprise Funds; and then reviewed the general expenses in these funds compared to the revenues and past years financials. Members of the Staff and Council discussed the budget and financial trends to date, noting that the City was in a very strong financial position heading into the 4th Quarter; noting that the City was on track to add funds to its cash balance at the end of the year.

No formal action was taken.

Members of the Staff and Council then discussed the City's Audit being slated for testing on November 20th, with the Audit taking place sometime in April of 2022, and reviewed the schedule and plans for Crow River Christmas, and concluded with an update on the Fire Department Toy Drive.

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

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

Typed this 18th day of November, 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