

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, May 26th, 2015

All members of the Rockford City Council met with City Administrator / Special Counsel, Dan Madsen; Quint Pillai of Bridge Core Asset Management, and Steve Nisbet of Wright Hennepin Electric to discuss the Boulder Ridge Development Agreement and the status of the Solar Garden Agreement. No action was taken on any items, as the discussion was only for informational purposes.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, June 9th, 2015

The meeting was called to Order by Mayor Renee Hafften at approximately 6:05 p.m. Council members Debbie Buoy, Rick Martinson, Denise Kesanen and Ted Hill were present. No members were absent.

City Administrator / Special Counsel, Dan Madsen; Quint Pillai of Bridge Core Asset Management; Robbin Haar, of Minnesota Rural Water; Steve Nisbet, of Wright Hennepin Electric; Alex Martell, of Wenck and Associates; Jared Ward of Wenck and Associates; Doug Duda, Water and Wastewater Operator, and Public Works Director Trevor Brummer were also in attendance..

*Approve Consent Agenda/Set Agenda

MOTION was made by Martinson, and seconded by Buoy, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.F as listed:

3A: Minutes from May 26, 2015 Council Meetings

3B: Payment of Claims from Check #24,744 through #24,793 totaling \$57,772.92

3C: Approve May 2015 Building Permits

3D: Approve Park Shelter Pay Request #1 of Ebert Construction for \$147,330.00.

3E: Approve Resolution #15-20 for 2015 / 2016 Liquor Licenses

3F: Approve Hiring Public Works Maintenance Mechanic, Michael Hoppe

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, HILL, AND MARTINSON.

* New Business: Wellhead Protection Plan – Part I

Jared Ward, members of Wenck and Associates and Minnesota Rural Water presented the current conditions and planning process involved in the Rockford Wellhead Protection Plan. This presentation was informational only, and was open to the public for general comments and questions. No concerns were raised, and no formal action by the City Council was taken.

* New Business: Approve Brenner Dental Lease Agreement

Administrator / Counsel Madsen explained that Brenner Dental was again looking to expand their dental practice in the Rockford City Center Mall and was looking to add an additional 867 square feet to his space. After discussion and review, and after an explanation that Brenner sought an additional \$5,000 in buildout allowance for his expansion, **MOTION** was made by Hafften to approve the Lease Agreement. This motion was seconded by Kesanen.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, HILL, AND MARTINSON.

* New Business: Boulder Ridge Development Agreement

Quint Pillai of Bridge Core Asset Management appeared before the Council, and Administrator / Counsel Madsen explained that Pillai was requesting a decrease in the number of townhouses that had to be completed in 2015 to allow for the previously approved decrease in Building Permit fees. The Council discussed this request, considered the additional request to waive the letter of credit to the city's benefit and reviewed the policy considerations involved in this matter.

MOTION was made by Hill, and seconded by Martinson, to approve the modifications to the Development Agreement.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, HILL, AND MARTINSON.

* New Business: Farmer's Market Sign Request

Administrator / Counsel Madsen reviewed the request by Nancy Carswell and the Farmers Market to place a semi-permanent sign on the city's property at the west entrance of the city to promote the Farmer's Market. After discussion and review of the zoning code and policy considerations involved, **MOTION** was made by Buoy to approve placement of an 8 foot by 3 foot banner at the location of the Farmers Market

24 hours prior to the event, and requiring the banner to be removed after the event each week. This motion was seconded by Hill.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, HILL, AND MARTINSON.

* New Business: Rental Agreement for 8905 State Highway 55

Administrator / Counsel Madsen reviewed the proposed rental agreement for the city's residential property and discussed the terms and duration of the Lease Agreement.

After discussion and policy review, **MOTION** was made by Martinson to approve the Lease Agreement as drafted. This motion was seconded by Hill.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, HILL, AND MARTINSON.

* Old Business: Wright Hennepin Solar Array Agreement

Administrator / Counsel Madsen reviewed the terms and conditions of the Solar Agreement and the Council discussed the policy considerations involved with the project. Concern was raised by Hill regarding the duration of the lease and the limited ability for the city to terminate the agreement without significant financial exposure. After discussion and review, MOTION was made by Kesanen to approve the proposal contingent upon submission, review and approval of the exhibits that were yet to be drafted. This motion was seconded by Buoy.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, AND MARTINSON. OPPOSED: HILL.

Staff and members of the City Council then provided updates including status of the Park Shelter, various projects at the Wastewater Treatment Plant and in Residential Developments, Updates on the donation of a park bench in honoring the memory of Nancy Yonak by Volleyball and Mexico vacation friends, and a proposal for a grand opening party by the City and the Lions at the new Park Shelter o August 1st, 2015 once the shelter is completed.

MOTION was then made by Martinson, and seconded by Kesanen, to adjourn the Council Meeting at approximately 7:34 p.m.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, KESANEN, HILL, AND MARTINSON.

Typed this 10th day of June, 2015.

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, or by contacting City Hall at 6037 Main Street, Rockford, Minnesota 55373. 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