

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, February 26th, 2019

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

City Administrator / Special Counsel, Dan Madsen; and City Engineers Jared Ward and Steve Hegland of Wenck and Associates and Public Works Director, Trevor Brummer, and Street Swami, John Quirk were also in attendance.

Members of the Council and Staff discussed the offer for a donated Splash Pad for use by the City. After discussion and review, it became clear that the donation of a few pieces of apparatus would cost the city in excess of \$125,000 to install which was not budgeted for in 2019. Given the tight timeline and lack of funds, it was discussed that accepting such a donation may not be advisable at this time. No formal action was taken, as these matters were set on for discussion purposes only.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, February 26th, 2019

The meeting was called to Order by Mayor Renee Hafften at 6:00 p.m. Council members Debbie Buoy, Rick Martinson, Ted Hill and Scott Seymour were present.

City Administrator / Special Counsel, Dan Madsen; City Engineers Jared Ward and Steve Hegland of Wenck and Associates; Public Works Director, Trevor Brummer, and Street Swami, John Quirk; representatives of the Rockford Ambassadors and Sue Van Cleaf of the Crow River News were also in attendance.

Set Agenda and Approve Consent Agenda Items:

A **MOTION** was made by Hill, and seconded by Martinson, to approve the Consent Agenda Items 3A through 3D and set the Agenda for the Council Meeting after removing items 4C Splash Pad Project and 6 Closed Session for the Council Meeting as listed:

3A. Approve Minutes from the February 12th, 2019 Workshop and Regular Council Meeting

3B. Approve Payment of Claims, Check Number: 29705 through Check Number 29744 totaling \$76,070.53

3C. Resolution #19-12 / CUP Amendment for 6700 Bleck Drive / Retail Sales

3D. Resolution #19-13 / Approve Rocket Boosters Gambling Permit

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

New Business: Rockford Ambassadors

Members of the Rockford Ambassadors provided updates to the Council on their appearances and involvement in Rockford and in the greater Minnesota community. In addition to the updates, the Ambassadors asked if they could use the Park Shelter on April 20th without paying the \$40 fee to hold an Easter Egg hunt.

After discussion and review, **MOTION** was made by Seymour, and seconded by Buoy, to approve the use without a fee as requested.

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

New Business: 2019 Street Improvement Project Plans and Specifications and Authorizing Letting of Bids

Ward and Hegland provided a recap of the proposed 2019 Street Project and discussed the details of the plans and specifications. The plan, timing and bidding process was also explained and discussed by the Council. After additional discussion and review, **MOTION** was made by Martinson, and seconded by Hill, to approve the Plans and Specifications and authorize the Engineers to let the project for public bid as discussed and presented.

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

Old Business: Resolution #19-14 / Ordinance #19-03 Wastewater Calculations

Madsen reviewed the history of the water and wastewater rate increases, amendments, reductions and adjustments that finally led to both utilities operating fiscally soundly. Madsen also reviewed the prior meetings where the Council had discussed the policy and potential practice of instituting a minimum 2,000 gallon use for people on the averaging method of wastewater billing, having the wastewater averaging recalibrate each November, and allowing new residents to choose between actual and averaging on their utility bills.

Madsen also discussed that the Resolution and Ordinance presented would formally amend the Ordinance to reflect the changes as previously discussed by the Council. After additional discussion and review, **MOTION** was made by Hill, and seconded by Seymour, to pass the Resolution #19-14 and approving Ordinance #19-03.

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

Staff Reports:

Members of the Staff and Council then discussed various matters including the Fire Department Spaghetti Dinner, Pancake Breakfast, and Deputy Emmanuel, who stopped by the meeting, introduced himself to the City Council.

Open Forum:

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

Adjournment:

A **MOTION** was then made by Hill to adjourn the meeting. This motion was seconded by Buoy.

Motion Carried: voting in favor; Hafften, Hill, Seymour, Martinson and Buoy and the meeting was adjourned at approximately 6:40 p.m.

Typed this 1st day of March, 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