**City of Rockford, Minnesota Council Workshop Minutes**

**5:00 p.m., Tuesday, November 28th, 2023**

Deputy Mayor Mike Werman called the City Council Workshop to Order at approximately 5 p.m. Council members Wyatt Gutzke and Melissa Vogel were in attendance. Council members Renee Hafften and Heather Michalik were absent.

City Engineer; Steve Hegland, City Administrator; Anna Carlson, Assistant City Administrator/City Clerk; Debbie Buoy, Finance Director: Viktoriya Montik and Permits/Billing/Finance Clerk: Amanda Daniels were also in attendance.

Ben Sanderson and Chase Peyton were in attendance.

Members of the council discussed Public Works and Fire Department Members Compensation Adjustments. City Administrator; Anna Carlson presented information that showed the compensation adjustments bring us comparable to other local cities. Members of the Council also discussed the Agreement with Public Works Superintendent, PFAS Class Action and a Moratorium related to Fire Department Application Process for re-hiring of resigned or terminated Firefighters.

No formal action was taken, as this matter was set on for discussion and introduction purposes only.

**City of Rockford, Minnesota Council Meeting Minutes**

**6:00 p.m., Tuesday, November 28th, 2023**

Deputy Mayor Mike Werman called the City Council Meeting to Order at approximately 6:01 p.m. Council members Wyatt Gutzke and Melissa Vogel were in attendance. Council members Renee Hafften and Heather Michalik were absent.

City Engineer; Steve Hegland, City Administrator; Anna Carlson, Assistant City Administrator/City Clerk; Debbie Buoy, Finance Director: Viktoriya Montik and Permits/Billing/Finance Clerk: Amanda Daniels were also in attendance.

Also attending was Deputy Tavares.

A motion was made by Gutzke and seconded by Vogel, to approve the Consent Agenda Items 2A through 2G as listed and set on the Agenda for the Council Meeting:

1. Approve Minutes from the November 14, 2023, Regular Council Meeting
2. Approve Payment of Claims
3. Approve Jolly Jingle Run Special Event License
4. Approval to Pursue being a part of the Class Action Lawsuit for PFAS
5. Approval of Compensation Adjustments for Fire Department Members
6. Approval of Compensation Adjustments for Public Works
7. Approval of Agreement with Public Works Superintendent for Earned Vacation Pay Overage

Motion Carried: Voting in favor; Werman, Gutzke and Vogel.

Deputy Tavares presented information regarding recent call counts. Council requested information regarding the speeding on Hwy 55 and Deputy Tavares stated that he would have our regular Deputy present that information at the next meeting.

**New Business: Parkwood 4th Addition Project Acceptance Resolution No. 23-38**

City Engineer; Steve Hegland presented information on the Parkwood 4th Addition Project Acceptance. Lennar has completed construction of the public improvements of the 4th Addition of the Parkwood Development. This phase of the development included the installation of publicly owned sanitary sewers, water mains, related services, storm sewers and streets for 27 single family residential lots located within the Parkwood Development. There is no additional work remaining within the 4th Addition of the Parkwood Development.

A motion was made by Gutzke and seconded by Vogel to approve the Resolution No. 23-38 A Resolution Accepting the Public Improvements Constructed In Association with the Subdivision Known as Parkwood 4th Addition.

Motion Carried: Voting in favor; Werman, Gutzke and Vogel.

**New Business:** Approval of Resolution No. 23-39, Establishing a Moratorium on the Processing of Applications for Employment of Fire Firefighters who have previously resigned or been terminated.

City Administrator; Anna Carlson presented information regarding the recommendation of City Attorney Mike Couri to place a moratorium on the processing of applications for employment of Firefighters who have previously resigned or been terminated. The City Council should give thought to and create a policy on how to address the applications of former firefighters who have either resigned or were previously terminated by the City prior the City evaluating the recent applications of four former fire fighters.

Deputy Mayor; Mike Werman stated that it is a good idea to have a moratorium when there is not a policy currently in place. He also stated that he would like to wait for full Council attendance to discuss who is going to be on the hiring committee.

A motion was made by Werman and seconded by Gutzke to approve Resolution No. 23-39, Establishing a Moratorium on the Processing of Applications for Employment of Fire Firefighters who have previously resigned or been terminated.

Motion Carried: Voting in favor; Werman, Gutzke and Vogel.

Members of Staff and Council then discussed various City updates including:

City Administrator; Anna Carlson, At the next meeting we will discuss Employee Safe and Sick Time.

City Engineer; Steve Hegland, We will need to inventory all lead service lines soon. This is something that is now required.

Council Member; Melissa Vogel attended the healthy homes informational. Attendance was low and they will work on getting the word out.

Deputy Mayor; Mike Werman reminded everyone of the Crow River Christmas this weekend and all the events that go with it.

A motion was then made by Gutzke and seconded by Vogel to adjourn the meeting.

Motion Carried: Voting in favor; Werman, Gutzke and Vogel. The meeting was adjourned at approximately 6:22.

Typed this 30th day of November, 2023.

Debbie Buoy

Clerk/Assistant City Administrator

City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at [www.cityofrockford.org](http://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:

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Renee Hafften

Mayor

Attest:

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Debbie Buoy

Clerk/Assistant City Administrator