

## **City of Rockford, Minnesota Workshop Meeting Minutes 5:00 p.m., Tuesday, May 22nd, 2018**

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

City Administrator / Special Counsel, Dan Madsen and Public Works Director Trevor Brummer was also in attendance.

Members of the Council continued the discussion on potential Council Goals for 2018. Members of the Council focused in on residential/commercial development, creating a long term street capital improvement plan, researching an alternative system for utility billing and options to reduce expenses for bio solid disposal. Members of the Council and Staff then discussed a potential logo for shirts to be worn by Council and Staff while at conferences or trainings. After discussion and review of several logos, a letter "R" that resembled a river was generally acknowledged as the favorite of many on the Council. No formal action was taken, as these items were set on for discussion purposes only.

## **City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, May 22nd, 2018**

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

City Administrator / Special Counsel, Dan Madsen and Public Works Director, Trevor Brummer, were also present.

### **Set Agenda and Approve Consent Agenda**

A **MOTION** was made by Hill, and seconded by Martinson, to approve the Consent Agenda Items 3A through 3F and set the Agenda for the Council Meeting:

3A. Approve Minutes from the May 8th, 2018 Council Workshop and Regular Council Meeting

3B. Approve Payment of Claims, Check Number: 28650 through Check Number 28708 totaling \$68,943.22.

3C. RESOLUTION #18-24/Approve 2018 Appointments Revised

3D. RESOLUTION #18-25/Ordinance #18-06 Liquor and Beer

3E. RESOLUTION #18-26/Approve Liquor License 2017-2018 for El Bamba

**3F. RESOLUTION #18-27/Donation Rockford Fire Department Extractor**

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

**New Business: First Quarter Financials**

Administrator Madsen presented the City of Rockford 1<sup>st</sup> Quarter Financials. Members of the Staff and Council reviewed the line items in the General Fund, Water utility and Wastewater utility, and compared current levels of revenues and expense in these line items with the prior two years to date. The financial review also compared projected budget to actual revenues expenses to date, and insight was given explaining deviations or variations in any line items in all of the budgets covered. Members of the Council asked questions regarding the budgets, and general discussions were held regarding future budgeting for planning purposes. No formal action was taken, as this matter was set on for discussion purposes only.

**New Business: Public Nuisance Policy**

Madsen explained that the City had a Public Nuisance Policy that had been ambiguous, difficult to enforce and sporadically enforced. Madsen walked the Council through various statutes and policies related to enforcement of Public Nuisances, and discussed in-depth the challenges faced in enforcing nuisance violations. This review was explained to be the first part in a multi-part series that would eventually result in a new Public Nuisance Ordinance and Policy. No formal action was taken, as this matter was set on for discussion purposes only.

**Staff Reports**

Staff and members of the Council then discussed various updates including a recent meeting with the MPCA, and the Memorial Day events and schedule. Jackson James Groskrentz, the audio visual technician, was then asked to join the Council. Members of Staff and Council recognized Mr. Groskrentz for his achievements in recently graduating from high school and thanked him for his great work filming our City Council Meetings.

**Adjournment**

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

Motion Carried: voting in favor; Hafften, Martinson, Hill, Seymour and Buoy, and the meeting was adjourned at approximately 6:51 p.m.

Typed this 4<sup>th</sup> day of June, 2018.

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](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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Dan Madsen  
City Administrator, Special Counsel