

## **City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, June 27, 2023**

The City Council Workshop was called to Order by Mayor Renee Hafften at 5 p.m. Council members Denise Willenbring, Wyatt Gutzke, Mike Werman and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; and Kevin Koehler from the Rockford Area Historical Society were also in attendance.

Members of the Staff and Council discussed the Rockford Area Historical Society budget shortfalls and balance carrying forward, the Wright County Sheriff Proposed Contract for 2024 - 2025 and other generally related matters involving the city.

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, June 27, 2023**

The City Council Meeting was called to Order by Mayor Renee Hafften at 6:00 p.m. Council members Denise Willenbring, Wyatt Gutzke, Mike Werman and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland; Kevin Koehler from the Rockford Area Historical Society and Deputy Durr of the Wright County Sheriff's Department were also in attendance.

A motion was made by Willenbring, and seconded by Werman, to approve the Consent Agenda Items 2A through 2D as listed and set the Agenda for the Council Meeting:

- 2A. Approve Minutes from the June 13<sup>th</sup>, 2023 Workshop and Regular Council Meeting
- 2B. Approve Payment of Claims, check number 35222 through 35330; check number 35223 through 35242; check number 503209e through 503220e and check number 1855e through 1858e totaling \$228,759.26
- 2C. Approve Resolution Historical Society Bingo and Raffle License Request
- 2D. Approve River Days Liquor License

Motion Carried: Voting in favor; Hafften, Willenbring, Werman, Michalik, Gutzke.

### **Wright County Sheriff's Update**

Deputy Durr discussed the current state of the city, providing information on traffic stops and minimal criminal activity in the community. No formal action was taken, as this matter was set on for informational purposes only.

### **New Business: Rockford Area Historical Society Budget**

Administrator / Attorney Madsen and Director Koehler reviewed the RAHS budget and noted that the deficit or any excess in budgeted funds did not transfer or carry over from year to year

under the past practices of the previous Finance Director. The new Finance Director and accounting principles carry forward those budgetary deficits. On that basis, RAHS had a deficit of approximately \$3,440 coming into 2023. After discussion and review, Motion was made by Michalik, and seconded by Gutzke, to approve a one-time payment from gambling funds to cover this deficit with the understanding that now and moving forward, all budget deficits will be carried forward into subsequent years.

Motion Carried: Voting in favor: Hafften, Willenbring, Werman, Gutzke and Michalik

**New Business: Park Equipment, Mutterer Park**

Administrator / Attorney Madsen shared with the Council that the Park Board had been meeting to approve the purchase and order of new park equipment for Mutterer Park. Madsen shared the plans and process used to date, and members of the Council and Staff discussed how they hoped the project could move forward this year. The Park Board is set to meet on this matter in the coming weeks, so no formal action was requested from the Council.

Members of the Staff and Council then discussed other general updates related to the city.

Motion was then made by Michalik, and seconded by Werman to adjourn the meeting.

Motion Carried: Voting in favor: Hafften, Willenbring, Werman, Gutzke and Michalik, and the meeting was adjourned at approximately 6:45 p.m.

Typed this 5<sup>th</sup> day of July, 2023.

Dan Madsen  
City Administrator / City Attorney  
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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Amy McNellis  
Deputy Clerk