

## **City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, October 22<sup>nd</sup>, 2019**

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

City Administrator / City Attorney, Dan Madsen; City Engineer Steve Hegland, of Wenck and Associates; and Public Works Director, Trevor Brummer were also in attendance.

Members of the Council and Staff discussed and reviewed the Lennar Draft Amendment to the Master Development Agreement and the Lennar Draft Parkwood 3<sup>rd</sup> Addition Development Agreement. 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, October 22<sup>nd</sup>, 2019**

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

City Administrator / City Attorney, Dan Madsen; City Engineer Steve Hegland, of Wenck and Associates; and Public Works Director, Trevor Brummer; a Deputy from the Wright County Sheriff's Department; and Sue Van Cleaf of the Crow River News were also in attendance.

### **Public Hearing: 2019 Street Improvement Project Proposed Assessment**

Mayor Renee Hafften opened the Public Hearing for the 2019 Street Improvement Project Proposed Assessment at approximately 6:02 p.m. Steve Hegland of Wenck and Associates ran through the history of the 2019 Street Improvement Project including key times and dates of meetings, notices and a running accounting of the actual costs of the project and the final amounts to be assessed. Mayor Hafften then asked for public comment on the project. Hearing none, **MOTION** was made to Close the Public Hearing by Hill, which was seconded by Martinson. The Motion carried by a 5-0 vote and the Public Hearing was closed at 6:09 p.m.

### **Set Agenda and Approve Consent Agenda Items:**

A **MOTION** was made by Martinson, and seconded by Seymour, to approve the Agenda for the Council Meeting with adding 4. B. Accept Robert Paulson's resignation

and move Resolution/2019 Street Improvement Project Special Assessment Roll to 4. C. and approve Consent Agenda Items 3A and 3B and set:

3A. Approve Minutes from the October 8<sup>th</sup>, 2019 Workshop and Regular Council Meeting

3B. Approve Payment of Claims, Check Number: 30515 through check number: 30551 totaling \$142,429.06.

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

### **Sheriff's Update**

A Deputy from the Wright County Sheriff's Department appeared and provided that there were no real issues currently present in Rockford. Members of the Council and Staff had the opportunity to ask questions. No formal action was taken, as this matter was for informational purposes only.

### **New Business: Parkwood 3<sup>rd</sup> Development Agreement and Master Development Agreement Amendment**

Administrator, Attorney Madsen discussed the draft status of both the Parkwood 3<sup>rd</sup> Development Agreement and the Amendment to the Master Development Agreement. Lennar has 13 lots that are build-ready once final platted, and the deadline for all final platting for the Development is required to be done by January of 2020. Members of the Council asked questions about the timing and impact of both Agreements. No further action was taken as this matter was set on for discussion purposes only.

### **New Business: Accept Resignation of Robert Paulson**

Madsen explained that the City had received the resignation of Maintenance Mechanic Robert Paulson. Mr. Paulson's last day of employment would be Friday, November 1, 2019. Madsen thanked Mr. Paulson for his time and effort working with the City.

**MOTION** was made by Martinson, and seconded by Hill, to accept the letter of resignation. Motion Carried: Voting in favor; Hafften, Buoy, Hill, Martinson, and Seymour.

### **New Business: Resolution #19-37 to Approve the 2019 Street Improvement Project Special Assessment Roll.**

Engineer Hegland again read through the Resolution Approving the Special Assessment Roll for the 2019 Street Improvement Project and provided a recap of the project, costs and timeline. After discussion and review, **MOTION** was made by Hill,

and seconded by Buoy, to approve Resolution #19-37 and Assessment Roll. Motion Carried: Voting in favor; Hafften, Buoy, Hill, Martinson, and Seymour.

**Staff Reports:**

Members of the Staff and Council provided updates regarding KwikTrip construction, Rocktoberfest and other general happenings around the City of Rockford.

**Open Forum:**

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

**Adjournment:**

**MOTION** was then made by Hill, and seconded by Seymour, to adjourn the meeting.

Motion Carried: voting in favor; Hafften, Martinson, Seymour and Hill, and the meeting was adjourned at approximately 7:20 p.m.

Typed this 7<sup>th</sup> day of November, 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](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