

## **City of Rockford, Minnesota Workshop Meeting Minutes 5:00 p.m., Tuesday, July 12<sup>th</sup>, 2022**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Scott Seymour, Debbie Buoy, Denise Willenbring and Mike Werman were in attendance.

City Administrator / Attorney, Dan Madsen; Street Department Employees, Chris Quirk, Mark Hafften and Jason Styvie; and City Engineer, Steve Hegland; were also in attendance.

Members of the City Council and Staff discussed the current Ordinance and Policy that regulates the use of sick time and it's impact on hours worked and computation of overtime compensation. No formal action was taken, as this matter was set on for discussion purposes only.

## **City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, July 12<sup>th</sup>, 2022**

The City Council Meeting was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Scott Seymour, Debbie Buoy, Denise Willenbring and Mike Werman were in attendance.

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland; and Deputy Lovik of the Wright County Sheriff's Department were also in attendance.

A motion was made by Seymour, and seconded Buoy, to approve the Consent Agenda Items 3A through 3H as listed and set the Agenda for the Council Meeting:

- 3A. Approve Minutes from the June 28, 2022 Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 34043 through 34083 totaling \$116,146.49
- 3C. Approve Fire Department Concrete Repairs
- 3D. Approve Veteran's Memorial Construction Contract
- 3E. Approve Rockford River Days Special Event Liquor License
- 3F. Approve Resolution Establishing Election Judges
- 3G. Approve PSN Agreement

Motion Carried: Voting in favor; Hafften,, Buoy, Seymour, Willenbring and Werman.

### **Deputy Lovik, Wright County Sheriff**

Deputy Lovik provided a general update to the City Council regarding police activity in Rockford over the past two weeks. No formal action was taken, as this matter was set on for update purposes only.

### **New Business: Discuss or take appropriate action on City Gateway Signage**

Administrator / Attorney Madsen explained that Dianne Lowe of the Rockford Girl Scouts had attended several meetings requesting to have the Girl Scout Logo affixed to the City's gateway signs. Members of the Council and Staff reviewed the history of the signage, noting that the

Masons, Lions and RiverWorks signs had been on the previous Rockford sign. Staff explained that the 2008 MnDot Signage Policy was consulted as a part of the 2011 Rockford Gateway Sign approval, and that the Council considered the MnDot requirements that any listed groups be Nonprofit Service Groups. Members of the Council then discussed that there was no room available on the Gateway Signs without building and adding structures to the sign to hold additional signage. It was noted that expansion of the signs would likely include MnDot review. After additional discussion and review, Willenbring made a Motion to expand the sign to allow for additional logos to be installed. This motion was seconded by Werman, but failed by a vote of 2-3. No further action was taken.

**New Business: Discuss or take appropriate action on 2022 Project Pay Request #1**

Engineer Hegland provided an update on the 2022 Infrastructure Project and presented the first pay request to the City Council. Members of the Council and Staff discussed the Pay Request and project progress. After additional discussion and review, Motion was made by Hafften, and seconded by Willenbring, to approve the pay request.

Motion Carried: Voting in favor; Hafften,, Buoy, Seymour, Willenbring and Werman.

Members of the Staff and Council then presented general updates regarding general happenings from around the city.

Motion was then made by Seymour, and seconded by Willenbring, to adjourn the meeting.

Motion Carried: Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring and Werman, and the meeting was adjourned at approximately 6:55 p.m.

Typed this 21<sup>h</sup> day of July, 2022

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