

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, January 8th, 2019

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

City Administrator / City Attorney, Dan Madsen; Street Superintendent, John Quirk; Public Works Director, Trevor Brummer; and City Engineers, Jared Ward and Steve Hegland of Wenck and Associates was also in attendance.

Members of the Council and Staff discussed the 2019 Council Appointments and Board and Committee Liaisons and discussed whether or not the Council would like to change assignments. Staff and Council then discussed the initial draft of the Capital Improvement Plan and the segmented projects that were listed therein. No formal decisions or determinations were made, as this matter was set on for informational purposes only.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, January 8th, 2019

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

City Administrator / City Attorney, Dan Madsen; Street Superintendent, John Quirk; Public Works Director, Trevor Brummer; Sue Van Cleaf of the Crow River News; Wright County Commissioner, Potter; and City Engineers, Jared Ward and Steve Hegland of Wenck and Associates was also in attendance.

Set Agenda and Approve Consent Agenda Items:

A **MOTION** was made by Hill, and seconded by Seymour, to approve the Consent Agenda Items 3A and 3J and set the Agenda for the Council Meeting as follows:

- 3A. Approve Minutes from the December 26th, 2018 Special Council Meeting
- 3B. Approve Payment of Claims, Check Number: 29511 through Check Number 29559 totaling \$63,227.30
- 3C. Approve December Building Permits

- 3D. Resolution #19-01 / Approve 2019 Appointments, but the Park Commission Appointments was pulled and placed on as Item 4C New Business
- 3E. Approve Council and Staff Liaisons
- 3F: Resolution #19-02 / Approve 2019 Fees as Amended
- 3G: Resolution #19-03 / Establish Date for 2019 Board of Equalization and Appeal
- 3H: Resolution #19-04 / Approve Mileage and Commission Compensation
- 3I: Approve IT 2019 Service Contract / COPO Computers, Inc.
- 3J: Resolution #19-05 / Approve Fire Department Relief Association Gambling Permit(s)

Motion Carried: voting in favor; Hafften, Hill, and Seymour. Buoy abstained as married to a Fire Fighter who was reappointed as Assistant Chief.

New Business: Capital Improvement Plan Segments

Jared Ward and Steve Hegland of Wenck and Associates presented their preliminary findings regarding the condition of the City's infrastructure. Staff and members of the Council reviewed the streets and mains and discussed the parameters of a plan that would be built to guide the City over the next 20 years in timely and properly sized infrastructure projects.

No formal action was taken, as this item was continued on for discussion purposes only.

New Business: Hockey Rink Use by Rockford / Delano Varsity Hockey Team

Administrator / Attorney Madsen explained that the Rockford / Delano Boys Varsity Team had again requested to have a public practice and community skate at the Riverside Rink on Thursday, January 31st. Like last year, the Varsity team would hold a practice open to the public, and then youth in the community are invited to play pick-up hockey and skate with the Boys Varsity Team.

After discussion and review, **MOTION** was made by Hill, and seconded by Buoy, to close the rink for the Varsity Practice and help advertise the community skate-along.

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

New Business: Resolution #19-06 / Park Commission Appointments

Administrator / Attorney Madsen provided some background on the Park Commission and their tasks and accomplishments. Madsen informed the Council that both members with terms ending in 2018 had applied for reappointment. Additionally, no other people had applied for those positions. After additional discussion and review, Hafften

made a **MOTION** to appoint Rosemary Seymour and Bobbie Dahlke as Park Board Members. This motion was seconded by Hill.

Motion Carried: voting in favor; Hafften, Buoy, and Hill. Seymour abstained as being married to one of the Board members appointed.

Staff Reports

Members of the staff then provided updates regarding the hockey rink, CIP plan, 2019 Feasibility Study for the proposed 2019 Street Project and updates on park equipment. Councilman Seymour complimented the Park Board and discussed their process on reviewing and approving new equipment for Riverside Park.

Commissioner Potter then addressed the Council and provided updates on the County Property Tax Levy Increase, updates on the Courthouse, Administrative Building and overall direction regarding Wright County.

Open Forum

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

Adjournment

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

Motion Carried: voting in favor; Hafften, Hill, Seymour and Buoy, and the meeting was adjourned at approximately 6:39 p.m.

Typed this 17th day of January, 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. 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:

Renee Hafften
Mayor

Attest:

Dan Madsen
City Administrator, Special Counsel