

City of Rockford, Minnesota Council Meeting Minutes  
6:00 p.m., Wednesday, August 10<sup>th</sup>, 2016

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

City Administrator / Special Counsel, Dan Madsen; City Engineer Jared Ward, Wenck and Associates; Public Works Director, Trevor Brummer and the Rockford Ambassadors and their families; and David Francen of Preferred Builders were also in attendance.

**Approve Consent Agenda/Set Agenda**

**MOTION** was made by Hill, and seconded by Martinson, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.I. as listed:

- 3.A.: Minutes from the July 26<sup>th</sup>, 2016 Council Workshop and Regular Council Meeting
- 3.B.: Payment of Claims from Check #026272 through #026319, totaling \$87,587.48
- 3.C.: Approve July 2016 Building Permits
- 3.D.: RES #16-35/Hennepin County Assessors Agreement 2017- 2020
- 3.E.: RES #16-36/Schedule Truth and Taxation Hearing
- 3.F.: Approve Change Order #1 for Downtown Project/Bid Pkgs 2A&2B – Blackstone Contractors
- 3.G.: Approve Change Order #1 for Downtown Project/Bid Pkgs 2A&3B – Laketown Electric Corp
- 3.H.: Approve Pay Request #3 for Downtown Project/ Bid Pkgs 2A&2b – Blackstone Contractors
- 3.I.: Approve Pay Request #3 for Downtown Project/Bid Pkgs 3A&3B – Laketown Electric Corp

**MOTION CARRIED-VOTING IN FAVOR:** Hafften, Buoy, Hill and Martinson.

**New Business: Resolution #16-37 Amendment to Planned Unit Development – The Meadows of Rockford**

Administrator / Counsel Madsen explained that Developer Preferred Builders acquired the twin home and triplex lots at the Meadows on June 23<sup>rd</sup>, 2014. The Developer submitted a proposal to amend the Planned Use Development changing all previously approved homes to single family detached homes, and reducing the requirements for side yard set-backs between houses. Planning and Zoning approved the Amendment and recommended the same to the City Council.

Ancillary to that discussion, members of the Home Owner's Association raised questions regarding what they believed was a pending requirement for construction of a bypass lane and questioned whether or not a rental restriction was in place that prohibited the renting of homes in the association in a number greater than five at any given time.

Madsen explained that the bypass lane was determined not to be necessary by the County, and reviewed a letter expressing the same with the City Council. Madsen also explained that the five home maximum rental provision was still in effect, and that it would remain to be in effect through 2018 or possibly longer depending on the interpretation of the timing provisions in the Development Agreement.

David Franzen of Preferred Builders explained the nature and purpose of the proposed amendment and answered general questions about construction and timelines from the Council. Franzen stated that they planned to submit five new home permits yet this year in 2016.

After additional discussion and review, and in consideration of the policy implications of the proposal and review of the recommendation of the Planning and Zoning Committee, **MOTION** was made by Martinson to approve the Resolution #16-37 Amending the Planned Unit Development at the Meadows as presented. This motion was seconded by Hill.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Hill and Martinson.

**New Business: Wastewater Treatment Plant Emergency Repairs**

Public Works Director Brummer explained that a lightning strike damaged two of the city's three variable frequency drives at the treatment plant. The cost of the repairs was in excess of \$20,000, and due to the nature and importance of the equipment, the repairs could not wait until the next Council Meeting. Brummer informed the Council that insurance would cover approximately \$17,500 of this cost, with the remaining \$2,500 being the city's deductible and also within the approved spending policy. Brummer also explained that he wanted to review this matter with the Council due to the cost of repairs and to answer questions the Council may have on the condition of the Wastewater Treatment Plant or the operation of the system.

After some discussion and review, **MOTION** was made by Martinson, and seconded by Buoy, to approve the repair and related expense.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Hill and Martinson.

The Rockford Ambassadors then appeared at the Council Meeting to thank the City for supporting their efforts and attendance at various community and regional events.

Members of the City Council and staff then provided updates on the Wastewater Treatment plant, Main Street Project, River Days Celebration and other matters happening around the city.

**MOTION** was then made by Hill, and seconded by Buoy, to adjourn the Council Meeting at approximately 6:43 p.m.

**MOTION CARRIED-VOTING IN FAVOR:** Hafften, Buoy, Hill and Martinson.

Typed this 12<sup>th</sup> day of August, 2016.

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), or by contacting City Hall at 6031 Main Street, Rockford, Minnesota 55373. 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