**City of Rockford, Minnesota Council Workshop Minutes**

**5:00 p.m., Tuesday, January 23rd, 2024**

Mayor Renee Hafften called the City Council Workshop to Order at 5 p.m. Council members Mike Werman, Wyatt Gutzke, Heather Michalik and Melissa Vogel were in attendance. No members were absent.

City Administrator Anna Carlson, Assistant City Administrator/City Clerk Debbie Buoy, Financial Consultant Shannon Sweeney and Engineer Steve Heglund were also in attendance.

Jeremy Nelson, Zach Koskovich, and Penny Koskovich were also in attendance.

Financial Consultant Shannon Sweeney explained to the Council how tax increment financing works. Its benefits and risks. He also explained that abatement is an option for a smaller subsidy needed use.

Members of the Council finalized the goals for 2024. These goals include, but are not limited to, the following: initiate a policy and ordinance review schedule, find a solution to City Hall handicap accessibility and updates, make measurable progress on becoming paperless and implement more detailed CIP’s for all departments.

Fish Dream representatives and Council discussed the proposed layout of the Fish Dream building, the parking lot, traffic flow and other items regarding Fish Dream.

No formal action was taken, as these matters were set on for discussion and introduction purposes only.

**City of Rockford, Minnesota Council Meeting Minutes**

**6:00 p.m., Tuesday, January 23rd, 2024**

Mayor Renee Hafften called the City Council Meeting to Order at approximately 6:00 p.m. Council members Mike Werman, Wyatt Gutzke, Heather Michalik and Melissa Vogel were in attendance. No members were absent.

City Administrator Anna Carlson, Assistant City Administrator/City Clerk Debbie Buoy and Engineer Steve Heglund were also in attendance.

Representatives of Wright Hennepin Electric, representatives of the Rockford Area Historical Society and Deputy Larson were also in attendance.

A motion was made by Werman and seconded by Gutzke to approve the Consent Agenda Items 2A through 2E as listed and set on the Agenda for the Council Meeting:

1. Approve Minutes from the January 9, 2024, Regular Council Meeting
2. Approve Payment of Claims
3. Approve Broker Certifications, 2024
4. Approve Abdo 2023 Audit Services
5. Approve Compost Site Brush Removal and Grinding

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

**Memorial Day Celebration Update, Rick Martinson**

This item will occur at a future meeting. Due to weather conditions, Rick Martinson was unable to attend.

**Rockford Historical Society Annual Review**

 Kevin Koehler gave a presentation about Rockford Area Historical Society grounds, collections, outreach, volunteers, community involvement, research, financial update, 2024 projects and priorities.

No formal action was taken, as this matter was set on for discussion and introduction purposes only.

**Wright County Sheriff’s Report**

 Deputy Larson introduced himself and stated that he is our town Officer this year.

**Ver-Tech Industrial Wastewater Discharge Permit Renewal**

 Engineer Steve Heglund provided information regarding the Ver-Tech wastewater discharge permit renewal. Ver-Tech is an industrial user with an ongoing discharge permit with the City of Rockford. The City must ensure that the permitted discharge from these facilities does not impact the City’s ability to meet effluent discharge limits which are required of the City in their permit with MPCA. The City holds quarterly meetings with Ver-Tech to discuss permit compliance and identify if changes within the Ver-Tech facility are needed to stay within compliance.

A motion was made by Gutzke and seconded by Michalik to approve the Ver-Tech Industrial Wastewater Discharge Permit Renewal.

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

**Wright-Hennepin Electric Cooperative Association, Expansion of Outdoor Storage Conditional Use Permit, Resolution No. 24-06**

Martha West and Lee Nordby spoke as representatives for Wright Hennepin Electric. They stated that the project is planned to start in May and be completed inAugust. This expansion project is wanted to allow for a safer and better flow in the yard where trucks and equipment are. The Planning and Zoning Commission approved this CUP at the January 11, 2024, Planning and Zoning Commission Regular Meeting. Council and staff discussed the information provided and asked questions.

A motion was made by Michalik and seconded by Vogel to approve the Wright-Hennepin Electric Cooperative Association, Expansion of Outdoor Storage Conditional Use Permit.

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

**Closed Session:** PotentialSale of City Property

A motion was made by Michalik and seconded by Gutzke to enter closed session at 7:08 pm.

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

The Council met in Closed Session pursuant to Minn. Stat. §13D.05, Subd. 3(C)1 to determine the asking price for real property to be sold by the government entity, consisting of Parcel Identification Number 113.010.007.020.

A motion was made by Werman and seconded by Michalik to leave closed session at 7:48 pm.

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

**Staff Reports:**

 Members of Staff and Council then discussed various City updates including: Election judges are needed and we are looking for nominations for the Volunteer of the Year for 2023. Please contact City Hall for information.

**Open Forum:**

No one requested to speak.

**Adjournment:**

A motion was made by Werman and seconded by Gutzke to adjourn the meeting at approximately 8:07 pm.

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

Typed this 24th day of January 2024.

Debbie Buoy

Clerk/Assistant City Administrator

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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Debbie Buoy

Clerk/Assistant City Administrator