

## **City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, February 13<sup>th</sup>, 2024**

Mayor Renee Hafften called the City Council Workshop to Order at 5 p.m. Council members Mike Werman, Heather Michalik and Melissa Vogel were in attendance. Council member Wyatt Gutzke was absent.

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

Mark Hafften and Jack Block were also in attendance.

There was discussion about the interest in the city lot located at 6127 Mechanic Street and the Downtown master plan. Staff will be inquiring with the Wright County recorder to find documents associated to easements for that area as well.

City Administrator Carlson gave an update to the City Council about the recent updates staff have been making to City Hall.

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, February 13<sup>th</sup>, 2024**

Mayor Renee Hafften called the City Council Meeting to Order at approximately 6:00 p.m. Council members Mike Werman, Heather Michalik and Melissa Vogel were in attendance. Council member Wyatt Gutzke was absent.

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

Mark Hafften, Jack Block, and Deputy Larson were also in attendance.

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

- A. Approve Minutes of January 23, 2024, City Council Workshop & Regular Meeting
- B. Approve Payment of Claims
- C. Establishing a Slate to choose Election Judges for the 2024 PNP, Resolution 24-07
- D. Rockford Lions Club Raffle Permit, Resolution 24-08
- E. New Liquor License Rockford Roadhouse, Resolution 24-09.

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

### **Wright County Sheriff's Report**

Deputy Larson gave an update about the calls received over the past two weeks. He noted he was watching for aggressive driving on Maple Street and County Road 30. There was brief discussion related to new cannabis laws.

### **Employee Wellness and Recognition Program Policy**

Carlson presented the item to the City Council noting that staff and Council members had been inquiring about holding events to build employee wellness, morale, and value throughout all departments of our organization. Carlson stated Cities have specific authority for a wellness and employee recognition program under Minn Stat. 15.46. The new policy presented explains how it will be used to meet the goals of the program.

A motion was made by Vogel and seconded by Michalik to approve the Employee Wellness and Recognition Program Policy and to approve Resolution 24-10.

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

### **2024 Western Star Plow Truck**

Public Works Jason Styve presented the information and quotations they gathered related to the 2024 Western Star Plow Truck item. Styve noted the current 2012 International plow truck was in need of replacement. Staff worked on the build of the new truck internally and with contractors through the State Bid process. Styve presented two options to the City Council for recommending the purchase of the tandem axel plow truck for \$304,032.00.

A motion was made by Werman and seconded by Michalik to approve the purchase of the tandem axel plow truck for the state bid price of \$304,032.00.

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

### **Approval to Purchase Water Softeners for Public Works Facility**

Styve presented the information on the water softeners at public works. He noted that the current softeners were 16 years old and no longer work. Styve presented three bids for repair or replacement to the City Council recommending approval for the lowest bid of \$10,850.00 for replacement from Finken/AQUA Systems.

A motion was made by Werman and seconded by Vogel to approve the bid for replacement of the current water softeners at Public Works from Finken/AQUA Systems for \$10,850.00.

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

### **Request for Quotes Pedestrian Improvements High Street**

Engineer Steve Heglund presented the scope, timing, and background related to the pedestrian improvements for High Street. Heglund noted the proposed estimated costs associated with the project were below the public bidding threshold and requested authorization from the Council for staff to solicit quotes from select contractors for this project.

A motion was made by Hafften and seconded by Werman to authorize staff to solicit quotes from select contractors for the pedestrian improvements project at High Street.

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

### **Clock Tower Removal**

Styve presented the information and quotes received from contractors for removal of the Clock tower. American Liberty Construction was the lowest bidder at \$5,600 for the work.

A motion was made by Michalik and seconded by Michalik to approve the quote provided by American Liberty Construction of \$5,600 to remove the clock tower.

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

**Staff Reports:**

Members of Staff and Council then discussed various City updates including: City Hall updates and maintenance work, CIP Projects and updates, Volunteer of the Year, Elections, Fire Department Spaghetti Dinner to be held on February 24<sup>th</sup>, and other community events which can be found our community calendar on the City's website.

**Open Forum:**

No one requested to speak.

**Adjournment:**

A motion was made by Werman and seconded by Michalik to adjourn the meeting at approximately 7:13 pm.

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

Typed this 13<sup>th</sup> day of February 2024.

Anna Carlson  
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:

  
\_\_\_\_\_  
Anna Carlson  
City Administrator