

City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, April 23rd, 2019

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

City Administrator / Special Counsel, Dan Madsen; and City Engineers Steve Hegland of Wenck and Associates were also in attendance.

Members of the Council and Staff reviewed the Council-established goals set for the City in 2018 and reviewed the progress made by the Council and Staff over the past year. The Council then held a discussion about what goals it may want to set for the City in 2019. After discussion and review, and after consideration of the views and comments of both Council and Staff, the Council determined that it would have three goals for the City in 2019. They are as follows:

1. Work towards disposition of City-owned properties
2. Plan Leadership Development for City Staff
3. Work on Downtown Rockford Development Plan

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

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City Administrator / Special Counsel, Dan Madsen; City Engineers Jared Ward and Steve Hegland of Wenck and Associates; Chief Ben Sanderson of the Rockford Fire Department and Sue Van Cleaf of the Crow River News were also in attendance.

Set Agenda/Consent Agenda

A **MOTION** was made by Hill, and seconded by Seymour, to approve the Consent Agenda Items 3A and 3B, with removal of the Rockford Lion's Veteran's Park Update prior to adoption of the Agenda, and set the Agenda for the Council Meeting as listed:

3A. Approve Minutes from the April 9th, 2019 Workshop and Regular Council Meeting

3B. Approve Payment of Claims, Check Number: 29894 through Check Number 29933 totaling \$92,927.31.

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

New Business: Resolution #19-17/ Awarding Street Improvement Project

Engineer Hegland reviewed the history of the proposed 2019 Street Improvement Project, including the 429 Assessment Process, communications with residents, Public Hearings and the Public Bidding Process that lead to the bids submitted for Council Review. Hegland noted the project came in over \$100,000 under budget, which would be of benefit to both the City and the residents. After discussion and review, Madsen reviewed the Resolution that set forth the timeline, policy findings and formal award of the bid to Asphalt Surface Technologies Corporation as they had the lowest of the eight bids received for the project in the amount of \$302,032.20. MOTION was made by Martinson, and seconded by Buoy, to ratify the Resolution and award the bid as stated.

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

New Business: Fire Department Extractor

Administrator / Attorney Madsen and Chief Sanderson reviewed the history and process regarding the City's efforts in acquiring and installing an extractor for the fire department. After receiving the donated 2004 extractor, Staff learned of some minor damage and the cost to install the extractor being in excess of \$40,000. Staff then researched the cost of buying a new extractor and learned it was somewhere around \$8,000. Staff and Council discussed the benefits of the large 2004 extractor and the concerns about its condition and cost of repair. Staff and the Council also discussed the challenges with the smaller new extractor and impact on those restrictions on timely cleaning gear.

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

Staff Reports

Members of the Staff and Council then discussed various matters including the rental house being ready for rent or sale, trees being removed from the river, Hydrant Flushing occurring May 7th, at 2 a.m., the F.D. Pancake Breakfast, road failure in Walnut Street and the City Wide Clean Up Day being held May 4th, 2019.

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, Martinson, Hill, Seymour and Buoy and the meeting was adjourned at approximately 6:45 p.m.

Typed this 26th day of April, 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