

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, November 12th, 2019

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

City Administrator / City Attorney, Dan Madsen; and, City Engineer Steve Hegland, of Wenck and Associates were also in attendance.

Members of the Council and Staff discussed and reviewed the Lennar Draft Amendment to the Master Development Agreement and the Lennar Draft Parkwood 3rd Addition Development Agreement, Tailwind Development progress and Staff provided an update on applications and job postings for the vacant Public Works positions. No formal action was taken as these matters were set on for informational purposes only.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, November 12th, 2019

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

City Administrator / City Attorney, Dan Madsen; City Engineer Steve Hegland, of Wenck and Associates; and Resident, Brian Wagner, Wright County Deputy Emanuel and Sue Van Cleaf of the Crow River News were 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 3F and set the Agenda for the Council Meeting as listed:

3A. Approve Minutes from the October 22nd, 2019 Workshop and Regular Council Meeting

3B. Approve Minutes from the November 5th, 2019 Special Council Meeting

3C. Approve Payment of Claims, Check Number: 1111E and 30558 through check number: 1115E and 30625 totaling \$108,517.85

3D. Approve October Building Permits

3E. Approve Resolution #19-38 Appointing City Insurance Agent

3F. Approve Resolution #19-39 Worker's Compensation & Excess Liability Amendment

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

Sheriff's Update

Deputy Emanuel from the Wright County Sheriff's Department appeared and provided updates on a change in ownership of a problematic residence, deer accidents with the start of hunting season and general traffic updates. No formal action was taken, as this matter was for informational purposes only.

New Business: Resolution #19-40 Tailwind Site Plan and Building Plan Review

Administrator, Attorney Madsen discussed the draft of the Tailwind Development Agreement and plans presented by LeAnn and Michael Sather. Members of the Staff and Council discussed the plans as presented, and members of the Council requested clarification on the height and size of windows in the front, and also why the overhang with downlighting was not included in the most recent set of drawings. After discussion and review, **MOTION** was made by Martinson, and seconded by Buoy, to approve Resolution #19-40 for the Site Plan and Building Review, but amended the Resolution to add point Number Eleven that required clarification of the size and design of windows facing Highway 55 and required the downlighting overhang as shown on the previous Design Plan.

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

New Business: Parkwood 3rd Development Agreement and Master Planned Unit Agreement

Madsen explained that this matter had been set on for comment and review, and that attorneys for both Mr. Wagner and Lennar had reviewed and approved the Agreements as presented. Brian Wagner, property owner, appeared and shared questions and comments on his property, the gas line and overall process. After discussion and review, and hearing no objections from Mr. Wagner or anyone else, **MOTION** was made by Hill, and seconded by Seymour, to approve the Parkwood 3rd Development Agreement and Master Development Amendment.

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

Staff Reports

Members of the Staff and Council provided updates regarding Safe Routes to Schools, Job Posting Updates, Fire Auxiliary Toy Drive, Santa at the Fire Station on December 7th, and other general happenings around the City of Rockford.

Open Forum

Mayor Hafften called for Open Forum, no one from the public spoke.

Adjournment

MOTION was then made by Hill, and seconded by Seymour, to adjourn the meeting.

Motion Carried: voting in favor; Hafften, Buoy, Martinson, Seymour and Hill, and the meeting was adjourned at approximately 6:40 p.m.

Typed this 21st day of November, 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