

**City of Rockford, Minnesota Council Workshop Meeting Minutes  
5:00 p.m., Tuesday, March 22, 2022**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Scott Seymour, Debbie Buoy, Denise Willenbring and Mike Werman were present.

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Helgand were also in attendance.

Members of the Staff and the Council discussed and reviewed the Utility Billing Clerk Offer Letter to Amanda Daniels, and discussed the Letter of Resignation submitted by Trevor Radtke. Staff also discussed options regarding filling the vacated Public Works position.

No formal action was taken, as these matters were set on for discussion purposes only. Discussions were concluded, and the meeting was adjourned at approximately 6 p.m.

## **City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, March 22, 2022**

The City Council Meeting was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Scott Seymour, Debbie Buoy, Denise Willenbring and Mike Werman were present.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Helgand; Deputy Kesti of the Wright County Sheriff's Department; and Jack Nellis, Mason and member of Star Lodge 62 were also in attendance.

A motion was made by Willenbring, and seconded by Seymour, to approve the Consent Agenda Items 3A through 3H as listed and set the Agenda for the Council Meeting:

- 3A. Approve Minutes from the March 8, 2022, Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 33591 through 33348; Check Number 1571e through 15775e; and Check Number 502921E through 502928E totaling \$242,455.48
- 3C. RES / Fire Department Gambling Permit Pancake Breakfast, May 8, 2022
- 3D. Accept Resignation of Trevor Radtke
- 3E. RAAA Jim Thome Park Maintenance Agreement
- 3F. Wastewater Sanitary Sewer Jetter Replacement
- 3G. RES / Re-establishing Polling Place
- 3H. Approve Utility Billing Clerk Hire and Offer Letter, Amanda Daniels
- 3I. Approve Offer to Ryan Ross for Public Works Maintenance Position

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring, Werman.

### **Deputy Kesti, Wright County Sheriff**

Deputy Kesti of the Wright County Sheriff's Department provided general updates that traffic stops have been down in the community, and asked Staff and the Council if we had any concerns to share. Members of the Council and Staff discussed general happenings around town and thanked Deputy Kesti for appearing at the meeting.

### **New Business: Rockford Mason's Fundraiser**

Jack Nellis of the Rockford Masons Star Lodge 62 presented information regarding their annual Hog Road Fundraiser. The event is set to be held at Rockford Township Hall on Saturday, April 2<sup>nd</sup>, 2022 from 4 to 10 p.m. All funds raised from the event are donated to local programs, non-profits, provide scholarships and support the Riverworks Food Shelf. No formal action was taken, as this matter was set on for informational purposes only.

**New Business: Special Event Permit, Foundations of Many Generations**

Administrator / Attorney Madsen discussed the Special Events Permit Application and the request to install a stage on a portion of Mechanic Street, install a tent in the Park and set up an outdoor church service with amplified announcements and music on June 19, 2022, from 8 a.m. to 8 p.m. Members of the Council and Staff weighed the application and proposed use of Riverside Park and a portion of the roadway against the interests of the public in their use and enjoyment of the park area, including the teeball / baseball field that would be occupied by the event set-up. The Council also considered the ability of the group to have the event without the stage, tent and amplified sound, and ultimately how the use as proposed was private in nature but detracted from the public's use of the Park. It was further discussed that this was the first time any group had proposed an event like this, and that the burden on the public outweighed the benefit of approving the Special Event Application and request to use the park for this purpose. It was again noted that the group could hold a service in the park, it was only the use of the roadway, tent and amplified sound that was denied.

Motion was then made to that effect by Buoy, and seconded by Werman, to deny the Permit Application.

Members of Staff and the Council then presented updates including Parkwood 6<sup>th</sup> Addition Preconstruction Meeting Updates, a reminder about the Star Lodge 62 Event, and an update on the Veteran's Memorial project.

Motion was then made by Seymour, and seconded by Willenbring, to adjourn the meeting.

Motion Carried: Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Seymour and Werman and the meeting was adjourned at approximately 6:34 p.m.

Typed this 12<sup>th</sup> day of April, 2022.

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). 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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Dan Madsen  
City Administrator, Special Counsel