

City of Rockford, Minnesota Council Workshop Minutes  
5:00 p.m., Tuesday, December 22<sup>nd</sup>, 2015

Mayor Renee Hafften and Council Members Debbie Buoy, and Rick Martinson met with City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; City Engineer Jared Ward, Wenck and Associates; and Dustin of the Rockford Area Historical Society regarding the City's Enterprise Fund Budgets and quotes for the HVAC project for the Stork House. No action was taken on any items, as the discussion was only for informational purposes.

City of Rockford, Minnesota Council Meeting Minutes  
6:00 p.m., Tuesday, December 22<sup>nd</sup>, 2015

The meeting was called to Order by Mayor Renee Hafften at approximately 6:00 p.m. Council members Debbie Buoy and Rick Martinson were present. Council Members Jeannette Graner and Ted Hill were absent.

City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; City Engineer Jared Ward, Wenck and Associates; and, Public Works Director, Trevor Brummer were also in attendance.

\*Approve Consent Agenda/Set Agenda

**MOTION** was made by Martinson, and seconded by Buoy, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.J. as listed:

- 3.A.: Minutes from December 8<sup>th</sup>, 2015 Council Workshop and Regular Council Meeting
- 3.B.: Payment of Claims from Check #25456 through #25525 totaling \$86,968.48
- 3.C.: RES #15-46/Approve 2016 Special Funds and Enterprise Funds Budgets
- 3.D.: RES #15-47/Ordinance #15-03 Council Salaries Section 202
- 3.E.: RES #15-48/Appoint City Insurance Agent
- 3.F.: RES #15-49/Approve 2016 Rockford Fire Department Officers
- 3.G.: Approve Removal of Six Month Probation Period/Hoppe
- 3.H.: Approve 2016 Employee Compensation
- 3.I.: RES #15-50/Committing Revenues for Special Revenue Fund 414 Rockford City Center Mall
- 3J: Approve Cleaning Bids for City Buildings and Rockford City Center Mall

**MOTION CARRIED-VOTING IN FAVOR:** Hafften, Buoy, and Martinson.

New Business: Review Draft Lumberyard RFP

Administrator / Counsel Madsen explained that Staff had completed a draft of an RFP that could be used to market the Lumberyard property for development. Madsen reviewed the RFP and discussed the opportunity of working with a private developer instead of the RFP process. No action was taken, as the matter was set on for discussion purposes only.

New Business: RES #15-51/Accept Donations

Administrator / Counsel Madsen explained that the City was required to pass a Resolution annually formally accepting all donations made to the City during that calendar year. Madsen also explained that the City liked to read the names of the donors and formally thank all people who provided donations to support our municipal operations. Mayor Hafften read the list of donors and the Council and Staff thanked all donors for their generous contributions. **MOTION** was made by Martinson and seconded by Buoy to approve the Resolution accepting donations for the calendar year 2015.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, and Martinson.

Members of the City Council and staff then provided updates on the Downtown Project, the Hockey Rink and the year 2015 in review.

**MOTION** was then made by Martinson, and seconded by Buoy, to adjourn the Council Meeting at approximately 6:37 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, and Martinson.

Typed this 28<sup>th</sup> day of December, 2015.

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), or by contacting City Hall at 6031 Main Street, Rockford, Minnesota 55373. 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