

City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, September 10th, 2019

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

City Administrator / City Attorney, Dan Madsen; Finance Director, Jennifer Swendsen; Wright County Sheriff Sean Deringer and members of his administration and City Engineer Jared Ward, of Wenck and Associates were also in attendance.

Members of the Council and Staff discussed the hours discussed the hours provided by the Wright County Sheriff's Department and the costs of that service, and later discussed and reviewed the initial draft of the 2020 City Budget. 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, September 10th, 2019

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

City Administrator / City Attorney, Dan Madsen; City Engineer Jared Ward, of Wenck and Associates; 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 Seymour, and seconded by Hill, to approve the Consent Agenda Items 3A through 3D, move the Tailwind Purchase Agreement matter to 4C as New Business and set the Agenda for the Council Meeting as listed:

3A: Approve Minutes from August 27th, 2019 Workshop and Regular Council Meeting

3B: Approve Payment of Claims, Check Number: 30402 through Check Number 30428 totaling \$63,736.28

3C: Approve August Building Permits

3D: 2019 Street Improvement Project Pay Request #1 to Asphalt Surface Technologies, Inc.

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

New Business: Accept Resignation of Street Superintendent John Quirk

Administrator / Attorney Madsen explained that he had received a formal Letter of Resignation from John Quirk, Street Superintendent, effective September 14th, 2019. Madsen explained that Quirk had worked for the city for over two decades, and that the Staff and Council greatly appreciated his service to the community. **MOTION** was made by Hill, and seconded by Buoy, to accept the resignation. Motion Carried: Voting in favor; Buoy, Hill, Martinson, and Seymour.

New Business: RES #19-32 / 2019 Street Improvement Setting Assessment Costs and Ordering Assessment Roll Preparation.

Hegland explained that the City had concluded the 2019 Street Project and staff had prepared a Resolution that Set the Assessment Costs and called for preparation of the formal Assessment Roll that would be presented at an upcoming meeting. The setting of the costs included into the City's portion of the costs the expense of replacing the bituminous pavement that was insufficiently and improperly installed at the time the development was built. The total cost of the project was established as \$321,487.34. After additional discussion and review, including review of the Resolution and additional explanations of project costs, **MOTION** was made by Hill, and seconded by Seymour, to ratify Resolution #19-32 to Order the preparation of the Assessment Roll.

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

Sheriff's Deputy Update

Deputy Andrew Emanuel stopped into the Council Meeting and provided a brief update on the happenings around Rockford. Members of the Council and Staff thanked Deputy Emanuel for appearing and providing the update. No formal action was taken as Deputy Emanuel presented for informational purposes only.

New Business: Tailwind Purchase Agreement for PID 113-014-000130 and 113-014-000012.

Madsen explained that the Council, and LeAnn and Michael Sather had been discussing the potential for development of the PIDs referenced and commonly referred to as the "Lumberyard Lot" for commercial "Regis" style offices. Councilman Seymour asked that the matter be pulled from the Consent Agenda and set on as New Business. Seymour stated that he accepted that the Council had voted in the majority to approve the Purchase Agreement in principle, but stated his opinion that the benefit provided to Tailwind in the sale price of the lot was not supported by their proposed development. On that basis, Seymour stated he wanted to vote against the Purchase Agreement but did not want that vote construed as his opposition to the other items on the Consent

Agenda. After additional discussion and review, **MOTION** was made by Hill, and seconded by Buoy, to approve the Purchase Agreement as presented. Motion carried: Voting in favor, Buoy, Hill and Martinson. Voting in opposition, Seymour.

Staff Reports

Members of the Staff and Council then discussed various updates including Rocktoberfest, Quirk's resignation, Street Project, Building Permits and other general information regarding Rockford and the greater community. Fire Chief, Ben Sanderson, also appeared at the Council Meeting and provided updates on their increasing call volume, installation of the extractor and purchase of self-contained breathing apparatus. No formal action was taken, as these matters were presented for general informational purposes only.

Open Forum

Pro Tem Mayor Martinson 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, Martinson, Seymour and Hill, and the meeting was adjourned at approximately 6:35 p.m.

Typed this 18th day of September, 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:

Rick Martinson
Pro Tem Mayor

Attest:

Dan Madsen
City Administrator, Special Counsel