

City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, August 27th, 2024

Mayor Renee Hafften called the City Council Workshop to Order at 5:00 p.m. Council members Mike Werman, Wyatt Gutzke, Heather Michalik and Melissa Vogel were in attendance. Council members absent: None.

City Administrator Anna Carlson, Public Works Director Trevor Brummer, Engineer Steve Heglund, Fire Chief David Angell, Assistant Fire Chief David Reed, Street Supervisor Jason Styve, Veolia General Manager John Seifert, RAHS Director Kevin Koehler, RAHS members Chuck and Annette Tryon, Jeff and Nikki Nute, Tom and Jan Lemmage, Bonnie Maure were also in attendance.

RAHS Director Koehler presented an update on the RAHS Heritage Center project. RAHS is requesting the City Council to consider the following for this project based on a \$500,000 cost model for the project: Loan in the amount of \$350,000 to be paid back over 10 years. Funds to pay back the loan would be generated through fund raising conducted by RAHS; Funding not to exceed \$30,000 to cover expenses of sewer/water/electric hookup; Continued monetary funding support of \$20,000 each year for utilities and operating expenses of the AFS House; and Ownership of the new facility with the management and maintenance of the proposed project to remain with RAHS. The fixtures inside and the collection would also remain the property of RAHS. There was discussion regarding other unforeseen expenses, bidding processes, and further research to be completed before any decisions were made. Staff were directed to reach out to the attorney, financial advisor, and Finance Manager to discuss options. The discussion will continue at a future workshop for further consideration of the Council.

The first preliminary draft of the budget was not discussed in detail and will be moved to the September 10th Workshop and will begin at 4:00 p.m. No formal action was taken, as matters were set on the agenda for discussion purposes only.

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, August 27th, 2024

Mayor Renee Hafften called the City Council Meeting to Order at approximately 6:00 p.m. Council members Mike Werman, Wyatt Gutzke, Heather Michalik and Melissa Vogel were in attendance. Council members absent: None.

City Administrator Anna Carlson, Engineer Steve Heglund, Fire Chief David Angell, Assistant Fire Chief David Reed, Street Supervisor Jason Styve, and Veolia General Manager John Seifert were in attendance.

A motion was made by Vogel and seconded by Gutzke to approve the Consent Agenda Items 2A through 2B as listed and to approve Item 2C with an amendment to be made to Resolution 24-33, by removing raffle and adding lawful gambling activity as set on the Agenda for the Council Meeting:

- A. Approval of Minutes of August 14, 2024, City Council Workshop & Regular Meeting
- B. Approval Payment of Claims
- C. Approval of Rockford Lions Club LG230 Application to Conduct Off-Site Gambling to be located at 8220 Elm St on October 5th, 2024 – Resolution No. 24-33

Motion Carried: Voting in favor Hafften, Werman, Gutzke, Michalik and Vogel.

Wright County Sheriff's Update

Deputy Larson gave a brief update about the past two weeks of calls and activity in Rockford. He noted that the community should take extra precautions when locking up vehicles and homes as Rockford has recently seen an increase in theft. Michalik asked for an increase in presence near the school as it will be back in session next week and since the kids will be out again walking to and from school.

2024 Rocktoberfest VIII, Bands and Concert Plan

City Administrator Carlson gave an overview of the concert plan for Rocktoberfest and requested City Council consideration for approval of payment in the amount of \$29,800 for the entertainment to Hello! Booking for the bands. The first half of the payment is due now and the second on September 27th, 2024. The bands this year will be playing 70's, 80's, and 90's rock music.

A motion was made by Hafften and seconded by Michalik to approve payment of \$29,800 to Hello! Booking with the first half of \$14,900 to be paid immediately and the second half of \$14,900 to be paid on September 27th.

Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel

Approval of 2011 International Plow Truck Repairs

Public Works Street Supervisor Styve presented the repairs needed for the plow truck and requested Council approval for said repairs. The truck did not pass DOT inspections in its current condition due to strict standards and safety requirements. The service needed for the truck will cost approximately \$9,000.

A motion was made by Michalik and seconded by Werman to approve the repairs on the 2011 International Plow Truck not to exceed \$9,000 to North Central Bus Equipment.

Motion Carried: Voting in favor Hafften, Werman, Gutzke, Michalik and Vogel

Water Tower Three Overcoat and Spot Repairs

Veolia General Manager Seifert presented the proposed project for overcoat and spot repairs needed on Water Tower #3. Seifert noted that the tower was constructed in 2007 and over the last few years has begun to show exterior surface rust on the sides and under bowl portion of the tower. The costs were foreseen and discussed during the April Council meetings when the Council updated the utility rate structure. Staff recommended that funds be used from cash reserves for these repairs.

A motion was made by Gutzke and seconded by Michalik to approve the Water Tower #3 overcoat and repairs to USG Water in the amount of \$53,887.00 and Veolia in the amount not to exceed \$1,000.00.

Motion Carried: Voting in favor Hafften, Werman, Gutzke, Michalik and Vogel.

Staff Reports

City Administrator Carlson mentioned that staff will be preparing for the General Elections, Budget, Rocktoberfest, and looking into insurance and benefits plans for 2025. Fire Chief Angell gave an update and noted that the Fire Department will be at Vergin's on September 11th honoring those fallen on 9-11. Assistant Fire Chief Reed also reported on recent calls in Rockford. Engineer Heglund mentioned that he was assisting with the engineering budget, street maintenance planning, the closing of Parkwood, and the RRFB Crossing on High Street had been completed in time for school to start. Public Works Street Supervisor Styve gave a brief update on a few projects the department have been working on including:

repainting of the top of the food shelf, daily Public Works tasks, and also noted the street lights on HWY 55 were repainted and completed this week. The department will be completing stormwater maintenance later this fall. Council Member Michalik gave an update on the happenings going on in Rockford.

Open Forum

No one was present to speak.

Adjournment

A motion was made by Werman and seconded by Gutzke to adjourn the meeting at approximately 6:53 pm.


Motion Carried: Voting in favor; Hafften, Werman, Gutke, Michalik and Vogel

Typed this 28th day of August 2024.

Anna Carlson
City Administrator
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:



Debbie Buoy
Clerk/Assistant City Administrator