

City of Rockford, Minnesota Council Meeting Minutes 5:00 p.m., Tuesday, October 3th, 2022

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

City Administrator / Attorney, Dan Madsen; and Viktoriya Montik were also in attendance.

New Business: Finance Manager Job Offer of Employment

Madsen explained that the City conducted a search for a Finance Manager that ended with a failed search determination. During this search, Abdo provided Viktoriya Montik as a temporary contractor to keep finances in order as the City conducted its search. At the end of her time working for Rockford, as she was taking leave from Abdo, Montik and Madsen discussed whether or not Montik would have interest in the position. Madsen further explained that Montik then left Abdo on leave, and the City was provided with Karri Thorston from Abdo as a replacement. The Agreement for Financial Services terminated on September 30th, 2023. Pursuant to the termination of the Agreement, Madsen stated that he set this meeting on for review and consideration of making an offer of employment to Montik. Madsen explained that the possibility was discussed with the Personnel Committee, and an offer was recommended as presented in the Offer Letter provided to the Council. Montik would receive a salaried position at the starting amount of ninety thousand dollars per year, with standard new employee benefits, vacation and sick leave. Additionally, the offer contemplated that Montik would only be required to work in the office two days per week, unless circumstances required her presence in the office more frequently. Mayor Hafften stated that she had an opportunity to meet Montik during her employment for the City and was impressed with her experience and professionalism. After additional discussion and review, Motion was made by Buoy, and seconded by Willenbring, to approve the Offer as presented.

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

Mayor Hafften asked Madsen what the next steps were in the process. Madsen stated that he would send Montik a formal offer letter with copies of the Employee Policies, Benefits Information and copies of the Employee Policies for her review. Madsen encouraged Montik to consider the offer discuss the offer and all of the employment policies, benefits and information with her family. Madsen asked that Montik let him know when she has had ample time to review the opportunity and make a determination.

New Business: Veolia and PeopleService Contract

Madsen explained that with the resignation of Renee Oelrich, the City again had a vacancy in the Water and Wastewater Utility Departments. Madsen stated concern over the ability to attract and retain qualified candidates, so Staff sought quotes from Veolia and PeopleService for operation of the Water and Wastewater Utilities. Members of Staff and the Council reviewed the proposals from both companies, noting the Veolia proposal was more comprehensive and was

approximately \$30,000 less than PeopleService. It was also reviewed that Veolia provides this service for many surrounding cities, including Greenfield, Hanover, Delano and St. Michael. After additional discussion and review, including a review of the proposed Agreement with recommended changes, Motion was made by Hafften, and seconded by Werman, to approve moving forward with Veolia.

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

Madsen explained that the next steps would include a formalized Agreement reviewed and approved by both parties that could be put on Consent or as New Business at a future Council Meeting.

Members of the Staff and Council then provided updates regarding general happenings from around the city, including the wrap-up of Rocktoberfest and the 2022 Street Project.

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

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring and Werman and the meeting was adjourned at approximately 5:57 p.m.

Typed this 6th day of October, 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. 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