

City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, March 12th, 2024

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

City Administrator Anna Carlson, Assistant City Administrator/City Clerk Debbie Buoy, Public Works Director Trevor Brummer and Engineer Steve Heglund were also in attendance.

Members of Council and staff discussed the proposed Massage Parlor Ordinance. Items discussed were not limited to but included fees for processing applications, what would cause denial of an application, performing background checks and photo identification. Members of Council and staff then discussed the need to change the Council meeting date for August 13th, 2024, as it is currently scheduled the same night as the Primary Election. The Council suggested moving the meeting from the 13th to the 15th.

No formal action was taken, as these matters were set on for discussion and introduction purposes only.

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, March 12th, 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, Assistant City Administrator/City Clerk Debbie Buoy, Public Works Director Trevor Brummer and Engineer Steve Heglund were also in attendance.

General Manager of Veolia John Seifert, Fire Chief David Angell, Nathan Alnes and Deputy Larson were also in attendance.

A motion was made by Werman and seconded by Gutzke to approve the Consent Agenda Items 2A through 2C as listed and set on the Agenda for the Council Meeting:

- A. Approve Minutes of February 27, 2024, City Council Workshop & Regular Meeting
- B. Approve Payment of Claims
- C. Approve Amendment to Resolution No. 24-05, Annual Appointments - Resolution No. 24-13

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

Wright County Sheriff's Update

Deputy Larson stated that the crosswalk at State Hwy 55 and Maple St is still of concern. Vehicles fail to stop for people crossing. Wright County will continue to monitor this and stop people as needed.

Approval to Purchase Grass Fire Skid Unit for Utility 11

Fire Chief Angell presented background information. The current skid unit was purchased in 1991. The fire department is recommending purchasing a new skid unit for Utility 11 rather than using the old one from Grass 11. Staff recommend purchasing the skid unit from Fire Safety USA in the amount of \$14,995.00.

Motion was made by Vogel and seconded by Michalik to approve the purchase of the skid unit from Fire Safety USA in the amount of \$14,995.00.

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

Approval to Purchase Tires for Fire Department Vehicles

Fire Chief Angell stated that the Fire Department is requesting to purchase tires for five vehicles. Those vehicles are Rescue 11, Engine 11, Ladder 11, Tanker 11 and Tanker 12. Council recommended that the Fire Department puts the tires on a staggered replacement schedule.

Motion was made by Hafften and seconded by Werman to approve the purchase of the tires from Westside Wholesale Tire and Supply for an amount not to exceed \$15,050.00.

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

Approval to Amend the 2024 Official Meetings Calendar

The Regular City Council Meeting currently scheduled for August 13th, 2024, falls on Election Day. The City Council cannot hold a public meeting on Election Day and should consider rescheduling it.

Motion was made by Hafften and seconded by Gutzke to change the currently scheduled Regular Council Meeting of August 13th, 2024, to August 15th, 2024.

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

Approval of Ordinance No. 24-01 and Resolution No. 24-14, Licensing and Regulation of Massage Businesses and Services

City Administrator Anna Carlson presented information to Council. Staff has drafted Ordinance No. 24-01, amending the Rockford City Code Chapter 600 by enacting section 612 Licensing and Regulation of Massage Businesses and Services for City Council consideration.

The ordinance will require a license for therapeutic massage establishments to operate, engage in, or carry or provide massage services within the City to the public.

Members of Council and staff discussed the proposed Massage Parlor Ordinance. Items discussed were not limited to but included adding Hennepin County Sheriff Department for review of background checks, passing on the fee for the background checks to the applicants and staff will work on a letter to local businesses to inform them of the requirement to obtain a license.

Motion was made by Gutzke and seconded by Michalik to approve Resolution 24-14 and Ordinance 24-01 amending section 612 of the City of Rockford City Code, Licensing and Regulation of Massage Businesses and Services.

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

Approval of Purchase Agreement with Fish Dream

The City Council has discussed the first drafts of the purchase agreement for Fish Dream in May 2023. After review from the City Attorney, staff has a final purchase agreement ready for Council approval.

Motion was made by Michalik and seconded by Vogel to approve the Purchase Agreement with Fish Dream.

Staff Reports

Members of Staff and Council then discussed various City updates including: City Administrator Anna Carlson stated the Election went well and Thank you to all the judges. Public Works Director Trevor Brummer stated LED service line letters will be mailed out, staff is creating useable space at the compost site and street sweeping will begin Thursday. Fire Chief David Angell stated he is working on updating policies and guidelines. Heather Michalik reminded everyone to donate to the Masons, Lions or Bankwest in the month of March. These businesses will match all donations to benefit the Riverworks Food Shelf.

Open Forum

No one requested to speak.

Adjournment

A motion was made by Werman and seconded by Gutzke to adjourn the meeting at approximately 6:50 pm.

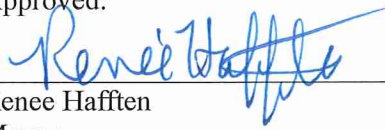
Motion Carried: Voting in favor; Hafften, Werman, Gutzke, Michalik and Vogel.

Typed this 13th day of March 2024.

Debbie Buoy
Clerk/Assistant 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