

**City of Rockford, Minnesota Council Workshop Minutes**  
**5:00 p.m., Tuesday, December 13<sup>th</sup>, 2016**

Mayor Renee Hafften and Councilmembers Ted Hill, Jeannette Graner, Rick Martinson and Debbie Buoy met with City Administrator, Special Counsel Dan Madsen, Jared Ward of Wenck and Associates; Trevor Brummer, Public Works Director; John Quirk and Chris King, Street Department; Darcy Desens, Parks Department; and Jennifer Swendsen, Finance Clerk.

Madsen and Swendsen presented the 2017 proposed Property Tax Levy and reviewed the proposed 2017 Municipal Budgets.

Members of Staff and the City Council asked questions regarding the proposed finances and budget. No formal action was taken, as this matter was set on for informal informational purposes.

**City of Rockford, Minnesota Council Meeting Minutes**  
**6:00 p.m., Tuesday, December 13<sup>th</sup>, 2016**

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

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

**Public Hearing: Truth in Taxation**

Administrator / Counsel Madsen provided a detailed power point presentation explaining the proposed 2017 Property Tax Levy and 2017 Budgets, also briefly discussing performance of the Water and Wastewater Utilities.

Upon conclusion of the presentation, Mayor Hafften opened the Public Hearing to receive comment on the proposed 2017 Property Tax Levy or city budgets. No one in attendance wanted to make any public comment. The Public Hearing was then closed at approximately 6:26 p.m.

**Approve Consent Agenda/Set Agenda**

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

- 3.A.: Minutes from the November 22<sup>nd</sup>, 2016 Workshop and Regular Council Meeting
- 3.B.: Payment of Claims from Check #26710 through #26799 totaling \$133,963.25
- 3.C.: November Building Permits
- 3. D.: 2017 IT Service Agreement – COPO Computers & Element Technologies
- 3. E.: 2018 / 2019 Wright County Assessor Service Contract
- 3. F.: Resolution #16-49 Updating 2016 Fire Department Members List
- 3.G.: Resolution #16-50 to Close Fund 206 – Senior Citizens Fund

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

**New Business: Utility Rate Discussion**

Madsen and Swendsen provided a detailed review of the Water and Wastewater Utilities and how they performed over 2016. Also reviewed was the long-term debt held by the Utilities and projections for budgeted expenses and revenues in 2017. Based upon the review, it was explained that an increase of \$.40 per 1,000 gallons would be required to balance the City's Water Utility for 2017. No action was taken, as this matter was set on for discussion purposes only.

**New Business: Resolution #16-51 / Adopt Final General Fund Budget and 2017****Property Tax Levy**

Madsen and Swendsen explained that the information contained in the Truth in Taxation report and public hearing supported the basis for approving the final 2017 Property Tax Levy and setting all municipal budgets for the upcoming year.

After discussion and additional review, **MOTION** was made by Hill, and seconded by Graner, to approve the Resolution #16-51 and adopt the presented and proposed budgets for 2017.

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

**New Business: Resolution #16-52/ Adopt the 2017 Special Funds Budgets and 2017 Enterprise Funds Budgets**

Madsen and Swendsen explained that these other municipal budgets had been provided to the Council in their packets and opportunity for discussion was provided

at the workshop earlier that evening. After additional discussion and review, **MOTION** was made by Hill, and seconded by Graner, to approve the Resolution #16-52 and adopt the presented and proposed budgets.

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

Members of the City Council and Staff then provided updates on the Fire Auxiliary Toy Drive and other upcoming events.

**MOTION** was then made by Hill, and seconded by Martinson, to adjourn the Council Meeting at approximately 6:55 p.m.

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

Typed this 22<sup>nd</sup> day of December, 2016.

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