

Mayor Hafften called the **April 14, 2015** Regular Meeting of the Rockford City Council to order at 6:02 p.m. The meeting was held in the Council Chambers of City Hall at 6031 Main Street, Rockford, MN.

Roll Call

Roll call was taken. The following Council Members were present: Hafften, Buoy, Hill, Kesanen, and Martinson. Absent: none. Also in attendance were: Engineer's Ward, Administrator/Special Counsel Madsen, Public Works Supervisor Peterson, Public Works Director Brummer, Lead Streets Quirk, and Deputy Clerk Etzel.

The Pledge of Allegiance to the Flag was given.

Public Hearing/Local Board of Appeal and Equalization

Staff published the notice in the official newspaper and posted notices of the hearing at City Hall as required.

Mayor Hafften opened the hearing for the Board of Appeals and Equalization for Hennepin and Wright County in Rockford at 6:02 p.m.

Wright County Assistant Assessor Conrad Anderson and Tammy Anderson of Wright County presented the 2015 Assessments Payable 2016 for the Wright County's Portion of Rockford.

Ms. Anderson read the disclaimer.

The values are based on the sales from October 1, 2013 to September 30, 2014 and there were 39 qualified residential sales during the time frame. The median sales ratio was 92.18% and the median sale price of \$203,600. There were 18 unqualified sales which are foreclosures/bank sales. The median sales ratio of the unqualified sales were 103.77%, and median sales price of \$166,200.

The number of qualifying sales has been increasing along with the median sales price.

After reviewing the sales the final sales ratio was brought to 93.03%. The State of Minnesota requires this ratio (estimated market value) to be between 90-105%.

Residential values have increased 2%, Ag values have increased .09%, Commercial/Industrial values have decreased 3.01% and total value change is an increase of 1.91%.

Looking forward there are currently 12 qualified sales to be used for 2016 valuations. Those sales have a median ratio of 91.16% and a median sale price of \$174,375.

Residential values have increased approximately 4.93% throughout Wright County.

Connor Rausch, Appraiser from the Hennepin County Assessor's office was present to review the market values in the Hennepin County portion of the city which includes 91 taxable parcels

with a total market value of approximately \$22,373,500. This value includes \$2,000 in new construction improvements.

Residential values have increased 4.7%, Residential Lakeshore values have increased 3.1%, no change to Commercial/Industrial, Apartments values have increased 7.4%, Townhouses have increased 2.9% and Agricultural has decreased .02%. The overall value increase for all property types in the Hennepin County Rockford portion is an increase of 5.2%.

The assessors noted foreclosures are getting better state wide.

Hennepin and Wright County do share information and compare values.

Tammy Anderson from Wright County presented one request of appeal to have property values lowered. Steven and Rena Ashfeld of 4200 Maple Hurst Drive requested their property value be lowered. Ms. Anderson is recommending the value of \$342,200 be lowered to \$325,500.

MOTION was made by Martinson, seconded by Hafften to accept Wright County's recommendation and lower the property owned by Steven and Rena Ashfeld for the 2015 value/payable 2016 property valuation for PID113-052-001050 from \$342,200 to \$325,500.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

The City Council accepted the Hennepin County and Wright County Assessor's 2015/payable 2016 assessments as presented.

Mayor Hafften closed the Public Hearing at 6:19 p.m.

Approve Consent Agenda/Set Agenda

MOTION was made by Martinson, seconded by Buoy to approve all items on the consent agenda 3.A. to 3.K. and New Business as item 4.A to 4.G.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve City Council Workshop Minutes/March 24, 2015**

MOTION was made by Martinson, seconded by Kesanen to approve the minutes of the March 24, 2015 City Council workshop.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve City Council Meeting Minutes/March 24, 2015**

MOTION was made by Martinson, seconded by Kesanen to approve the minutes of the March 24, 2015 City Council meeting.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve Payment of Claims**

MOTION was made by Martinson, seconded by Kesanen to approve the payment of claims #24529 to #24600 in the amount of \$103,552.98.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve March 2015 Building Permits**

MOTION was made by Martinson, seconded by Kesanen to approve the March 2015 Building Permits #15-11 to #15-13.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Pay Request #7/Rockford City Center Mall Facade– KUE Contractors, Inc.**

MOTION was made by Martinson, seconded by Kesanen to approve Pay Request #7 for the Rockford City Center Mall façade project to KUE Contractors, Inc. in the amount of \$5,895.00.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Pay Request #10/Wastewater Treatment Facility Improvements – KHC Construction, Inc.**

MOTION was made by Martinson, seconded by Kesanen to approve the Pay Request #10 for the Wastewater Treatment Facility Improvement project to KHC Construction, Inc. in the amount of \$29,760.00.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve Hiring Seasonal Street Positions/Poppler**

MOTION was made by Martinson, seconded by Kesanen to approve Thomas Poppler at \$11.50 an hour for the Summer Seasonal Position, not to exceed \$7,000 for 2015.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve Wage Increase/Quirk**

MOTION was made by Martinson, seconded by Kesanen to approve a three percent wage increase for John Quirk, effective pay period 8

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve Wage Increase/King**

MOTION was made by Martinson, seconded by Kesanen to approve a three percent wage increase for Chris King, effective pay period 8

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve Hiring Public Works Director/Brummer**

MOTION was made by Martinson, seconded by Kesanen to hire Trevor Brummer for the position of Public Works Director effective immediately. Starting salary of \$62,400.00, maintaining current years of service for computation of sick leave and vacation, and maintaining current health care benefits.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

***Approve Purchase Agreement/Select Senior Housing**

MOTION was made by Martinson, seconded by Kesanen to approve the newly proposed extension of the purchase agreement from Select Senior Housing for approximately 2.5 acres of space in the southeast corner of the parking lot at the Rockford City Center Mall with language changes proposed by Special Counsel Madsen

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

2014 Volunteer of the Year/Lou Ann Eberspacher

On Tuesday, March 24th the City Council selected Lou Ann Eberspacher as the 2014 Volunteer of the Year. Mayor Hafften presented Lou Ann Eberspacher with a plaque. Lou Ann was selected for her community spirit with the Rockford Area Schools, Thousand Hearts Crow River Serve Day, RiverWorks Community and many other volunteer activities. Her dedication to the community is greatly appreciated.

The Council thanked Lou Ann and all the volunteers that make Rockford a great community!

Approve Bid Request/Televising Main Street Sewer and Storm Sewer

Wright County is doing extensive work on County Road 20/Main Street in 2016. Lead Streets Quirk is requesting Council permission to get bids to televise the sewer and storm sewer lines on Main and those crossing Main Street for issues prior to the construction next summer. If issues are found, staff can have repairs done while Wright County is doing their work.

The cost should be around \$4,000.00.

The work Wright County is doing should not affect the City's infrastructure.

Council Member Martinson questioned if decorative lighting could be done at the same time. Quirk stated the estimated cost would be about \$70,000.00.

MOTION was made by Martinson, seconded by Buoy to approve the request from staff to get bids to televise Main Street Sewer and Storm Sewers.

MOTION CARRIED-VOTING IN FAVOR: HAAFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

Staff will bring back bids to a future meeting for Council consideration.

Approve Bid Request/Fog Seal 2015

Lead Streets Quirk has prepared plans and specifications for the 2015 Fog Seal Project for Council to review. The map indicates an area in Parkwood, River Oaks, Shadow Ridge and Maple Hurst Developments. It is recommended that the streets be fog sealed every seven to ten years as part of regular maintenance. The project is estimated at \$98,144 and will be funded by the Capital Improvement Plan Street Budget 401.

Staff is requesting approval of the plans and specifications and to authorize staff to obtain sealed bids.

Originally the mall parking lot was going to be included in the project as an alternate, but with the possibility of a purchase agreement of an Outlot, this is not being considered at this time.

MOTION was made by Martinson, seconded by Hill to approve the plans and specifications and to authorize staff to get sealed bids.

MOTION CARRIED-VOTING IN FAVOR: HAAFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

Staff will bring back bids to a future meeting for Council consideration.

Approve Water Tower Maintenance Agreement

Public Works Supervisor Peterson received five bids to maintain the three water towers, the pricing included the cleaning of the exteriors and interiors for the next six years. It also included the top coating of Tower 2 (Linden Street).

The bids ranged from \$226,975 to \$73,900. The second lowest bidder was Water Tower Clean & Coat at \$74,000. Water Tower Clean and Coat has been servicing the water towers for the last couple years. Their bid is \$100 over the lowest bidder. Staff is recommending the Council award the bid to Water Tower Cleaning Coat for a price of \$74,000.00

MOTION was made by Hill, seconded by Buoy to award the six year water tower maintenance contract to Water Tower Clean & Coat for total not to exceed \$74,000.00.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

Approve Public Works Mechanic Position

An opening was created in Public Works when Trevor Brummer was promoted to the Public Works Director position. A job description for the Mechanic position has been updated to include contemporary and updated terminology. The job description and job posting were prepared for Council review and approval.

The salary range is between \$17.50 and \$29.57 per hour, depending on qualifications. Staff is recommending application be taken until Friday, May 8th and interviews to be scheduled the week of May 11th and a possible recommendation to hire at the May 26th Council meeting.

The job will be advertised on the League of Minnesota Cities website, City website, posted at City Hall and published in the official newspaper.

MOTION was made by Hill, seconded by Kesanen to approve the job description and authorize staff to advertise for the Public Works Mechanic Position.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

Approve Riverside Park Shelter Bid

The Riverside Park Shelter project was approved by Council for letting of bids on March 10, 2015. The bid opening occurred on April 9, 2015, with seven bids for complete construction and the three deduct alternates to reduce the cost of the project if necessary. The apparent lowest bid for the full project received was in the amount of \$256,000, submitted by Ebert Construction.

The Architect and Administrator have met with Ebert Construction to discuss the project and they are comfortable with the plans and the completion dates.

The Park and Recreation Committee meet to review the final designs and bids for the full project along with the three alternate bids. It is their recommendation to do the full project and allow for the addition of heating and air conditioning in the future.

The bid of \$256,000 does not include heating or cooling. The insulation addition would need to be a change order to the original price. Steve Binek, the architect, stated some of the insulation could be added now and the rest at a later date. Also, the plumbing could be drained if needed since this is designed to be flood proof.

There was discussion about the transformer being able to handle the electrical capacity and this has been confirmed.

Administrator Madsen and Finance Clerk Swendsen have review the funds. Currently there is a DNR Grant of \$65,000 and Park Shelter Fund of \$49,095 for a difference of \$151,505. Fund

313 has a balance from refinancing a bond. There are enough funds in this account to cover the additional costs.

MOTION was made by Martinson, seconded by Kesanen to award the bid for the Riverside Park Shelter to Ebert Construction at a cost of \$256,000.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

Council Member Martinson noted the Rockford Lion's will have their Memorial Day event in Riverside Park with or without a building.

Wright-Hennepin Electric/Solar Panel Project

Administrator Madsen and Steve Nisbet of Wright-Hennepin Electric discussed a solar panel concept. This is a new cutting edge project and a unique partnership that could benefit both parties.

More Wright-Hennepin members want to be involved in solar energy.

The current proposal would be to install solar panels to the Rockford City Center Mall. The plan would be to have the panel installed for up to 25 years and Wright-Hennepin would pay for all cost to install, maintain and remove if needed.

Council asked questions about the location, installation, maintenance, and costs. Administrator Madsen stated they are also looking at other site locations.

Mr. Nisbet stated the solar modules would take about 12-16 weeks to be delivered. This could possibly move forward this fall.

Administrator Madsen will continue to work with Wright-Hennepin on the benefit to the City. Ultimately this would lower what the City pays and the City would continue to grow as a green community. A press release would be sent jointly.

Administrator's Report

Administrator's update included:

- Public Works Director position has been filled, Riverside Park Shelter project, Auditors are busy working on final numbers and Solar Panel project.

Engineer's Report

The Engineer's report included:

- The 2014 Utility Improvement project punch list items are wrapping up
- Wastewater Treatment Facility – seeding and fence to be installed
- Wellhead Protection Plan – still not approved
- 2014 Flood Repairs – fund is in process. Storm water quotes to be presented at a future meeting.

Fire Department Report

The department has been busy doing trainings and practice burns. Council Member Martinson is meeting with the Chief and Assistant Chief.

Council Reports

Buoy – Annual Fire Department Pancake Breakfast on Sunday, May 3rd at the Fire Station – 6700 Main Street, further details to be provided for staff to assist with advertising.

Hill – nothing to report

Kesanen – nothing to report

Martinson – Lion’s Greenback dinner to be held Saturday, April 25th is sold out. The Rockford Ambassadors will be present.

Hafften – Hydrant Flushing on Tuesday, April 28th starting at 2am – residents may experience low water pressure and discoloration to water, so it is recommended to not do laundry during this time period. Clean-Up Day is scheduled for Saturday, May 2nd at Public Works from 8am to noon, more information is available on the website.

Open Forum

Mayor Hafften called for open forum.

Rockford Ambassador Emily Eberspacher and Junior Ambassador Claire Shaikoski were present to speak to the Council.

Ms. Eberspacher has been busy attending many events and is looking forward to representing Rockford at the upcoming Minneapolis Aquatennial. She feels it is an honor to represent the City of Rockford. They are busy recruiting candidates for the upcoming Rockford River Days.

Ms. Shaikoski has enjoyed attending parades, having fun and making friends.

The Council thanked the ambassadors and their parents for their commitment to the Ambassador Program.

ADJOURNMENT

MOTION was made by Martinson, seconded by Hill to adjourn the meeting.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

Mayor Hafften adjourned the meeting at 7:22 p.m.

Renee Hafften, Mayor

Audra Etzel, Deputy Clerk