

Deputy Mayor Graner called the **January 10, 2012** Regular Meeting of the Rockford City Council to order at 7:06 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: Graner, Hafften, Martinson and Wenz. Absent: Beyer. Also in attendance were: Attorney Couri, Administrator Carswell, Engineer Statz and Public Works Supervisor D. Peterson.

The Pledge of Allegiance to the Flag was given.

APPROVE CONSENT AGENDA/SET AGENDA

MOTION was made by Martinson, seconded by Wenz to approve all items on the consent agenda.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Special Council Minutes/December 22, 2011**

MOTION was made by Martinson, seconded by Wenz to approve the minutes of the December 22, 2011, Special Council Meeting.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Regular Council Minutes/December 27, 2011**

MOTION was made by Martinson, seconded by Wenz to approve the minutes of the December 27, 2011, Regular Council Meeting.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Payment of Claims**

MOTION was made by Martinson, seconded by Wenz to approve the payment of claims #19976 to #20036 in the amount of \$85,924.00.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Building Permits**

MOTION was made by Martinson, seconded by Wenz to approve the building permits #11-171 to #11-174.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-01/2012 Appointments**

MOTION was made by Martinson, seconded by Wenz to adopt Resolution #12-01 approving the 2012 Appointments.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-02/2012 Fees Not Included in Ordinance #212**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #12-02 approving 2012 fees not included in Ordinance #212.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-03/2012 Volunteer Fire Department Members**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #12-03 approving the 2012 Volunteer Fire Department Members.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-04/2012 Fire Relief Association Officers**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #12-04 approving the 2012 Fire Relief Association Officers.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve 2012 Employee Wages**

MOTION was made by Martinson, seconded by Wenz to approve the 2012 employee wages.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve 2012 IT Service Agreement/COPO Computers & LogicNet, LLC**

MOTION was made by Martinson, seconded by Wenz to approve the 2012 IT service agreement with COPO Computers & LogicNet, LLC and authorizes the Administrator and Mayor to sign the agreement.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve 2012 Cable Production Technician Contract/Brian Stewart**

MOTION was made by Martinson, seconded by Wenz to approve the 2012 cable production technician contract with Brian Stewart and authorizes the Administrator and Mayor to sign the agreement.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-05/Establishing Date for 2012 Local Board of Appeal and Equalization**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #12-05 establishing the date for the 2012 Local Board of Appeal and Equalization as April 10, 2012 at 7:00 pm in the Council Chamber at City Hall.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-06/Adopting the 2012 Compensation Plan**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #12-06 adopting the 2012 compensation plan.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Resolution #12-07/2012 Fire Department: Chief, Assistant Chief & Officers**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #12-07 approving the 2012 Fire Department Chief, Assistant Chief and Officers.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

***Appoint Council Liaisons**

MOTION was made by Martinson, seconded by Wenz to appoint the council liaisons as listed: Fire Department-Graner, Historical Society-Wenz, Park Commission-Hafften, Planning Commission-Martinson, Fire Board-Graner & Event Center Members-Graner & Martinson, and Personnel Committee-Hafften & Beyer.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

OPEN FORUM/Denise Kesenan/RiverWorks

Denise discussed the new venture that River Works is undertaking which is a second hand store that is opening this weekend. The store is located at the Rockford Mall at 8900 Walnut Street, named the Everyday Essentials. River Works Food Shelf serves about 140 families each month. It seems to be consistent that the food shelf serves 500 people each month. Turkeys were donated during the holidays and people received a voucher that could be used at CUB and Plymouth Caribou Coffee donated one pound bags of coffee to the RiverWorks food shelf during the holidays. Kelly Finger has resigned as manager of the food shelf and new management will be announced in the near future.

The Everyday Essentials Store has a ribbon cutting ceremony planned that will take place around 9 a.m. on Saturday, January 14th. Council asked what the store is lacking and it was stated that they need small kitchen ware, small book shelves or small tables; they don't have room for large furniture. More of the household décor items, dishes, pots and pans are needed. Council asked if RiverWorks provides receipts for donations and Denise responded yes receipts are available.

Wright County Sherriff Deputy

Wright County Deputy Adam Fournier was present and had a question about the Maple Drive access to the public works site and noted that the gate used to be locked and is now open all the time. The deputy thinks it could be a hazard as many vehicles use this access to cut through to get to County Road 20. When they have a fire call these other vehicles could cause a crash. D. Peterson stated he leaves this access open for the fire fighters. It was suggested that staff send out a letter to the neighbors or post the driveway a one way. The deputy also reported that Casey's gas station is now open 24 hours.

Accept Resignation/Assistant Fire Chief Gordon Hopkins

On Monday, January 2, 2012 at the regular Fire Department meeting, Assistant Fire Chief Gordon Hopkins resigned his position effective immediately. Graner will do the exit interview with Carswell

MOTION was made by Martinson, seconded by Wenz to accept the resignation of Assistant Fire Chief, Gordon Hopkins.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ

Schedule Team Building Workshop Meeting

The council scheduled a team building workshop with council and all staff for February 28, 2012 at the public works department at 5 p.m to 6:45 p.m.

Fire Department Annual Report for Year 2011

Ben presented the annual report for the past year including: the number of calls, types of calls, days most calls, time of day, area for calls. Sanderson reported that the department reported to 262 calls and the volunteer members completed 3,241 hours of service and 2,883 hours in training and meetings.

The fire department responded to: 176 medical calls, 31 fire calls, 16 false alarms, and 39 other miscellaneous calls.

Hafften asked if the city billed more for fire calls than for medical. Carswell noted that the KOPP formula which is used for billing the service area takes into account the number of fire calls for each district for the past five years.

Administrator's Report

Council reviewed the administrator's report including the following items: staff is meeting with developers regarding senior housing & a potential new business, staff met to discuss a health savings plan, Stork House HVAC grant denied – staff is working with a mechanical engineer and will resubmit with additional information, electricians were at City Hall to install two new circuits for the copier and new server, the Rockford Area Historical Society applied for grant to digitize the written journals of William Stork and Florence Stork, Dennis and Chris from public works meet with the League of MN Cities to discuss ergonomics and they received information regarding grants through OSHA, staff is going back to celebrating Birthdays starting in March, staff has ordered some books for team building, the staff with the exception of Administrator Carswell have received their reviews and goals for the upcoming year and Lesley Wald the librarian has resigned and her last day will be January 20, 2012.

Engineer's Report

Council reviewed the engineer's report including the following items: levee information is being compiled and will be sent on to Army Corps of Engineers, updates on TH 55 project planned this summer that includes water and sewer upgrades on the Highway 55 and Main Street and other miscellaneous items. Graner asked about the site plan for the proposed event center was mentioned by and he stated that Midwest Builders want \$400 per side of the building to be included on the site plan. It was discussed that the purpose of the plan is to show how the landscape will look with a building on it and the actual design of the building is not necessary for the proposed site plan. Mark informed the city council that Hennepin County has asked Stantec to perform the structural engineering for Hennepin County's building and proposed antenna's to be placed at the water tower site on Linden Street. The city council expressed no problem with that.

Council Reports

Martinson- stopped by Byerlys' at 8090 County Road 50 they are getting ready for the demolition of the building.

Hafften – will be putting together the employee satisfaction survey and plans to send it out to all employees early February.

Wenz- any idea when the welcome signs will be lit? Dennis said they should be completed tomorrow. Some scratches on the welcome signs are being repaired.

Public Works

Peterson – the storm sewer culverts on the levee were televised and needs to be replaced as there are rust holes and the pipe is leaking. Staff is getting a quote from Burschville Construction for replacing the storm sewer and associated costs which are estimated to be \$8,000 to \$9,000. Dennis said he will bring this back to council at the next meeting to get approval because they need to get this done now before the spring floods. Instead council supported the work and made a motion not to exceed the dollar amount for the storm sewer project.

Motion was made by Hafften, seconded by Wenz to approve the repair of the storm sewer on the levee not to exceed \$10,000.

MOTION CARREID-VOTING IN FAVOR-GRANER, HAFFTEN, MARTINSON AND WENZ

Statz also noted that the levee needs to be tested for compaction and there is going to be a cost associated with this work. The council noted that the administrator can approve that quote for the compaction testing.

ADJOURNMENT

MOTION was made by Hafften, seconded by Wenz to adjourn the meeting.

MOTION CARRIED-VOTING IN FAVOR: GRANER, HAFFTEN, MARTINSON AND WENZ.

Deputy Mayor, Graner adjourned the meeting at 8:09 p.m.

Deputy Mayor, Graner

Nancy Carswell, Administrator