

Deputy Mayor Martinson called the **February 11, 2013** Regular Meeting of the Rockford City Council to order at 7:00 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: Kesanen, Martinson and Wenz. Absent: Graner and Hafften. Also in attendance were: Engineer Mark Statz from Stantec, Administrator Carswell and Water/Wastewater Operator Duda.

The Pledge of Allegiance to the Flag was given.

***Approve Consent Agenda/Set Agenda**

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

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***Approve Regular Council Minutes/January 22, 2013**

MOTION was made by Wenz, seconded by Kesanen to approve the minutes of the January 22, 2013, Regular Council Meeting.

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***Approve Payment of Claims**

MOTION was made by Wenz, seconded by Kesanen to approve the payment of claims #21552 to #21586 in the amount of \$104,904.57.

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***Approve Building Permits**

MOTION was made by Wenz, seconded by Kesanen to approve the January 2013 Building Permits #13-01 to #13-03.

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***RESOLUTION #13-11/Recommending Continuation of CDBG Funding of WeCAN**

MOTION was made by Wenz, seconded by Kesanen to approve Resolution #13-11 approving continuation of CDBG funding of Western Communities Action Network (WeCAN).

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***RESOLUTION #13-12/Approve Transfer of Funds to Fund 411**

MOTION was made by Wenz, seconded by Kesanen to approve Resolution #13-12 approving the transfer of funds to fund 411 of \$17,000 from fund 313 to fund 411 (Streets/Park CIP Equipment)

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***Approve Master Subscriber Agreement for MN Court Data Services for Governmental Agencies**

MOTION was made by Wenz, seconded by Kesanen to approve the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies and authorizes the agreement be signed.

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

***Approve 2013 IT Service Agreement/Logicnet & COPO Computers**

MOTION was made by Wenz, seconded by Kesanen to approve the 2013 IT Service Agreement with Logicnet & COPO Computers and authorizes the Mayor and Administrator to sign the agreement.

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

RACE/Michelle Byers

Rockford Area Collaborative Effort, Michelle Beyers was present to thank the city council for their support of a recent application awarded in the amount of \$110,000. City contributed \$2,500 towards this project, Rick wondered what part of the project are being completed this summer must be completed by April 2014. RACE is still looking for grants for future projects.

Rick Martinson read a letter from the PCA granting the City the Minnesota Wastewater Treatment Facility Operational Award. This is a Certificate of Commendation for outstanding operation, maintenance and management of our wastewater treatment system.

***RESOLUTION #13-13/Adopting the Facilities Plan for the Wastewater Treatment Facility/Application to PFA for Funding**

Statz reviewed the plan that was discussed at the last council meeting and addressed the concerns brought up by resident Levanger regarding the size of the chemical building and delivery of the chemicals. The engineer included a memo summarizing the facility plan and option 1 for a small building with small chemical tanks and option 2 is a large building with larger chemical tanks.

Option 1 costs less to construct but higher costs for chemicals because of the smaller volumes delivered. Option 2 is the reverse higher building costs up front and lower costs for chemicals due to economy of scale resulting from deliveries of large volumes. There was some discussion about the type of building whether it be a pre-engineered or mason walls and pre-cast plank ceiling.

Tom Dye from Stantec addressed the council and stated that the analysis from Levanger will be addressed prior to the project but the city council needs to approve the facility plan so that we can meet the March 1 deadline for possible funding of the project through Public Facilities Authority.

Mark Statz stated that they will submit an application for a matching grant and the city should also authorize submittal of an application to the Public Facility Authority (PFA) to get on the project priority list.

MOTION was made by Wenz, seconded by Kesanen to approve Resolution #13-13 approve the Wastewater Treatment Facility Plans and authorize Stantec to submit an application prior to March 1, 2013 on behalf of the city to PFA to get on the project priority list for funding.

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

***Approve Hurst Woods Settlement Agreement**

Carswell explained that the document includes all of the language that was discussed and agreed upon by the city council at the January 8, 2013 meeting. The agreement releases the letter of credit from Shelard Capital and they pay the city \$38,000 for costs occurred, and the park dedication fee remains at \$864 for three years and after that the park dedication fees will revert to the current amount listed in the zoning ordinance.

MOTION was made by Wenz, seconded by Kesanen approving the Hurst Woods Settlement Agreement as approved by Attorney Couri and authorizes the Mayor and Administrator to sign the Agreement.

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

Administrator's Report

Carswell presented the administrators report including: rental housing committee, park commission meeting, visioning session update, Crow River Food Co-op update, financial meeting with Sweeney, IRS audit, February 18th, public works ordered 6 picnic tables, water/sewer report.

Engineer's Report

The engineer's report including: update on the 2030 CIP and WWTF Phosphorus removal and bio-solids plan.

Council Reports

Martinson – Rockford Lions is sponsoring the annual “blue ball golf tournament” on Feb 23rd at Riverside Park and foursomes are invited to participate as all funds raised will be used to build a Veterans Memorial.

Kesanen – The month of February the Rockford Masons are matching all donations for the Riverworks Food Shelf.

Wenz – nothing to report

Open Forum

There was no one present for open forum.

ADJOURNMENT

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

MOTION CARRIED-VOTING IN FAVOR: KESANEN, MARTINSON and WENZ.

Acting Mayor Martinson adjourned the meeting at 7:44 p.m.

Rick Martinson, Acting Mayor

Nancy Carswell, Administrator