

Mayor Hafften called the **May 14, 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: Hafften, Graner, Kesanen, Martinson and Wenz. Also in attendance were: Engineer Statz, Public Works Supervisor Peterson and Deputy Clerk Etzel.

The Pledge of Allegiance to the Flag was given.

***Approve Consent Agenda/Set Agenda**

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

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

***Approve Regular Council Minutes/April 23, 2013**

MOTION was made by Graner, seconded by Wenz to approve the minutes of the April 23, 2013, Regular Council Meeting.

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

***Approve Payment of Claims**

MOTION was made by Graner, seconded by Wenz to approve the payment of claims #21845 to #21916 in the amount of \$119,823.04.

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

***Approve Building Permits**

MOTION was made by Graner, seconded by Wenz to approve the April Building Permits #13-15 to #13-24.

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

***Approve Employee Wage Increase**

MOTION was made by Graner, seconded by Wenz to give Audra Etzel a 4% increase in wages. Her new wage will be effective the next pay period.

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

***RES #13-19/Ordinance #13-02 Zoning Ordinance Amendments**

MOTION was made by Graner, seconded by Wenz to adopt resolution #13-19 to approve Ordinance #13-02 a Zoning Ordinance Amendment and authorizes staff to publish a summary of the notice in the official newspaper.

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

Accept Employee Resignation

Mary Huettl, the Finance Clerk for the past 13 years has submitted her resignation. Mary's last day will be Friday, June 28, 2013.

MOTION was made by Graner, seconded by Kesanen to accept Mary Huettl's resignation.

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

Mayor Hafften noted they plan to do interviews on May 30th and May 31st. Administrator Carswell, Mayor Hafften and another council member will sit in on the interviews.

Council stated they will miss Mary and congratulated her on her retirement!

Review Proposed Elm Street Improvements

Engineer Statz updated the Council regarding the proposed Elm Street improvement project. Recently Wright County adopted their 5 year Capital Improvement Plan (CIP). One of the most recent changes shown on the CIP is that improvements to CSAH 33 (Elm Street and Main Street) are now scheduled for 2014. The Wright County Engineer, Virgil Hawkins mentioned the county would allow the City to open cut utilities in the County's road corridor as long as they were given one freeze-thaw cycle for trench settlement prior to the County's road work. This means that if the City wished to complete any utility work under the county road along this corridor it would need to do so in 2013 or be forced to utilize trenchless methods (jacking, directional drilling, etc) after that.

The 1998 Comprehensive Sewer Plan has one recommendation remaining – diversion of sewage at Elm Street (CSAH 33) and Ash Street. This improvement would divert flows coming down Elm Street to a more direct route to the WWTF by turning them north into a manhole north of Elm Street at Ash Street rather than its current route through the downtown area. This bypass would eliminate overloading pipes on Ash and Bridge Street. This method cannot be completed by trenchless methods. Council can take no action and wait to complete the next time the county road is improved or complete the work in 2013.

The City's Draft Capital Improvement Plan recently identified several areas where cast iron water mains are experiencing frequent breaks and are in need of replacement. The area in and around Maplewood Manor is currently identified as a 2014 priority while the area in the downtown is identified for 2018 improvements.

The existing water main crosses CSAH 33 in a total of nine locations. Six of these locations are cast iron mains, while the others are ductile iron, which do not need to be replaced in the foreseeable future. Engineer Statz and Public Works Supervisor are working with Vergil Hawkins to replace the six crossings.

Additionally, there is a two block stretch of CSAH 33 (Elm St.) between Maple St. and High St. where the cast iron water main is directly under the edge of the road's paved surface. There was a recent water main break in that area.

Council discussed the options and costs. Steel casings can be done with either method, the restoration is the difference. Staff is waiting for an answer back from the Vergil Hawkins at Wright County to see if they can use the DHP method or the currently required steel casings. Staff will bring a recommendation back to council in the next 2 to 4 weeks.

The Council agreed it is important to keep the infrastructure working properly.

Approve Cut Off Trail Storm Sewer Project

Public Works Supervisor Peterson stated staff noticed a sink hole on Cut Off Trail and upon further investigation found the 36 inch culvert that crosses under Cut Off Trail needs replacement. This was not a budgeted repair and is recommending the money come out of the CIP Fund 401. The repair should be done soon, public works continues to fill the sink hole with gravel and in one to two weeks the hole is back. Staff is concerned someone will be driving on Cut Off Trail and the road will collapse.

Staff received two quotes for the replacement of the culvert and recommends the quote from Burschville Construction not to exceed \$8,650.00.

MOTION was made by Martinson, seconded by Wenz to approve the estimate from Burschville Construction for the amount not to exceed \$8,650.00 for the culvert replacement of Cut Off Trail.

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

MOTION was made by Martinson, seconded by Wenz to authorize staff to sign the contract for the Cut Off Trail storm sewer project.

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

Review Domestic and Non-Domestic Animal Ordinances

Staff has recently received complaints regarding chickens and turkeys within the city limits. The ordinance does not state domesticated fowl are not allowed. Staff is looking for direction from council: to not allow domesticated fowl (including: chickens and turkeys or similar animals), have a limited quantity of animals with a permit or leave the ordinance alone. Also, the ordinance does not mention cats. Staff is recommending language be added to the section covering dogs to include cats.

After much discussion, council would like staff to bring back information from surrounding cities that may have addressed the issues discussed. Staff will research and provide information to council, including beehives.

Proposed Event Center

An open house was held on April 30th for businesses 5-6pm and residents 6-7pm. The open houses had fair attendance, not as many as expected. There were many questions from those that did attend. Some were concerned about the cost and how it will affect their property taxes. Council Member Martinson stated they should have had better financial information to present.

Council Member Martinson stated he has been approached by people wanting more seating, so he called CPMI to get a cost differential for seating for 400 people. The additional cost would be about \$275,000 to \$324,000 for additional square footage of 1,700 to 2,000. Council Member Kesanen stated she too has had requests for a larger building – why not bigger? Mayor Hafften spoke to the Township and they recommended the City build for 400.

Council Member Martinson would like to be able to divide the room 200/200. The event center would be a show case and bring people to the city. Martinson would like to move forward and get plans from CPMI.

Council Member Graner reminded the council there was an additional cost to install a divider, not currently reflected in the quote. Graner is concerned about capturing events from the Township and the 9½ percent increase on the tax base.

There was a question about an operating loss of \$28,000 in addition to the building costs, and where will these funds come from? Council requested staff bring back operating costs. Staff is also contacting surrounding communities to find out their revenues vs. expenses and the quantity of rentals per year.

Staff will contact Planner Licht to find out if additional parking would be required if the building were to occupy 400 people.

Information requested from staff will be sent to Council to discuss at their next meeting so they can make a decision regarding the event center.

Administrator's Report

Administrator Carswell provided an update on the following: Administrator Carswell not attending May 14th council meeting, resignation of Finance Clerk, potential developer, city engineer interviews are scheduled, recycling contract, Crow River Food Co-op membership up to 135 and nominations for the 2013 Wright County Outstanding Senior Citizens.

Engineers Report

The engineer's report included the following items: 2030 Capital Improvement Plan and utility improvements along CSAH 33 (Elm Street).

Council Member Graner wanted to know if there were any grants to improve the infrastructure. Peterson state the Department of Health has funding, but there are strings tied to the funds.

Fire Report

No one was present.

Council Reports

Martinson – Pork Chop Dinner following Memorial Day Celebration (11am to gone)

Hafften – Grand Opening of Tom Thome Park and the Bankwest/Lambert Fields was last weekend. TC and Rocky were in attendance. There were five games following the opening ceremony. The park looks beautiful. A special thanks to RAAA, Chris Hudlow and Steve Yakesh – their vision became a reality. Residents are proud of the field.

Wenz – Ice Cream Social following Memorial Day Celebration (10am-3pm)

Graner – Thanked the volunteers & staff for helping at clean-up day, the Fire Dept. pancake breakfast was high spirited and the raffles were fantastic,

Kesanen – Thousand Hearts Crow River Service Day was well received – 50 people at the cemetery, people were in the downtown area near Buffie’s Clinic, the hydrants look nice, Deb Milow did an awesome job. One hydrant on private property was accidentally painted, and the property owners returned the hydrant to the color red. The volunteers were excited to participate – there are always projects to work on. Next year the event will be on May 18, 2014. A DVD of the events will be provided and staff will put it on the cable channel and the website.

Public Works

Public Works Supervisor Peterson stated the department is busy playing catch-up after the last season snow events. The staff have completed hydrant flushing and street sweeping. They will be working on crack-filling as the time and the weather allow. Fergus has been hauling the solids.

Finance Report

Council wanted to know when the new rates would go into effect. Staff thought they were processed on the most recent billing. There was a question on the timing of the billing and the approval of the rate increase. Council would like staff to check on timing of the rate increase and report back to council.

OPEN FORUM

Mayor Hafften called for open forum, no one from the public spoke.

ADJOURNMENT

MOTION was made by Graner, seconded by Kesnen to adjourn the meeting.

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

Mayor Hafften adjourned the meeting at 8:37 p.m.

Renee Hafften, Mayor

Nancy Carswell, Administrator