

Mayor Hafften called the **August 13, 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, Martinson and Wenz. Absent: Kesanen. Also in attendance were: Engineer Ward, Administrator Carswell, 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 Martinson, seconded by Graner to approve all items on the consent agenda.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*Approve Regular Council Minutes/July 23, 2013**

**MOTION** was made by Martinson, seconded by Graner to approve the minutes of the July 23, 2013, Regular Council Meeting.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*Approve Payment of Claims**

**MOTION** was made by Martinson, seconded by Graner to approve the payment of claims #22190 to #22252 in the amount of \$91,151.70.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*Approve Building Permits**

**MOTION** was made by Martinson, seconded by Graner to approve the June Building Permits #13-61 to #13-77.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*RES 13-31/Schedule Truth and Taxation Hearing**

**MOTION** was made by Martinson, seconded by Graner to approve Resolution #13-31 to schedule the Truth and Taxation Hearing for December 10, 2013 at 7pm in the Council Chambers of City Hall, 6031 Main Street and the continuation hearing shall be scheduled for December 26, 2013 at 7pm if needed.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*Approve Financial Concepts Agreement**

**MOTION** was made by Martinson, seconded by Graner to approve the Financial Concepts agreement and authorizes staff to sign the agreement.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*Approve Hennepin County Election Equipment Lease**

**MOTION** was made by Martinson, seconded by Graner to approve the Hennepin County Election Equipment Lease and authorizes the Mayor and Administrator to sign the lease.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**\*Ash Street Drainage Repair**

**MOTION** was made by Martinson, seconded by Graner to allow staff to get pricing to fix the Ash Street drainage repair near 6211 Ash Street

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**Fire Relief Association Audit Report 2012**

Administrator Carswell presented the 2012 Rockford Fire Relief Association Audit Report to the Council for review. Carswell noted the auditor suggests the Fire Relief Association adopt an investment policy. Currently they are using the guidelines set-up by the state. A consultant does come out about once a year to guide the Fire Relief Association on the investment of their pension funds.

The audit verified the organization had adequate funds, so no money is due to be levied. In past year a few hundred dollars was levied and the year prior over \$10,000 needed to be contributed.

**MOTION** was made by Wenz, seconded by Martinson to accept the 2012 Fire Relief Association Audit Report as presented.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

**Hurst Woods Storm Water Channel**

Engineer Ward was contacted by Administrator Carswell in June to discuss the issue with the channel stabilization project done in Hurst Woods in the fall of 2012. After a rain fall in June there were some issues with the work performed last fall and some other new issues to the area.

A few of the Hurst Woods residents affected by the drainage attended the meeting and added comments during the discussion.

Council asked how to avoid these drainage issues in the future. Engineer Ward presented some recommendations.

The developer will not be contributing any more funds and stated there were some funds in the storm sewer capital improvements fund. And staff will check with Wright County Soil and Water to see if there is any funding available for wetland/drainage projects.

Council discussed future drainage issues and stated it would be the home owner's responsibility. Staff noted that some of the wetland/buffer signs have been removed and the wetlands have been encroached upon by the homeowner; staff suggests the signs be reinstalled.

The contractor that performed the work last fall will be contacted to perform warranty work on the stabilization project.

Engineer Ward also noted because of the existing wetlands are potentially being affected and not meeting the criteria, there may be additional costs of \$1,000-\$2,000 to the project.

Council would like to see the proposed cost to fix the current drainage issue.

**MOTION** was made by Martinson, seconded by Graner to authorize Wenck to design plans & specifications and to get for quotes for the project.

MOTION CARRIED - Voting in favor: Hafften, Graner, Martinson and Wenz.

### **Review Recycling Contract**

The existing contract between the City of Rockford and Wright Recycling expires on September 30, 2013. The City went out for bids in 2010 and therefore recommends the City renew the contract for the next three years. Administrator Carswell stated the service has been great. Council agreed to have staff contact Wright Recycling and bring a contract back for Council to review in September.

### **Administrator's Report**

The Administrator's report included: Wright County road closure at Elmwood and County Road 33, budget workshop scheduled for August 20<sup>th</sup>, all the roofs of city owned buildings have been inspected, rebidding for city hall roof since only one bid was received, CROW Watershed is working with the City, the Stork House has applied for the HVAC System grant, the Hennepin County Antenna project has a meeting on August 20<sup>th</sup>, National Night Out well attended, River Days, next Movie in the Park is August 23<sup>rd</sup>, Council training for the Local Board of Appeal and Equalization and the Bridge newsletter will be published in early September.

Mary Ipple contacted the City about another conduit bond; requiring a public hearing. Shannon Sweeney has reviewed. A time line has not been presented at this time.

### **Engineer's Report**

The Engineer's report included: the Hurst Woods channel stability, the Elm & Ash Sanitary Sewer Re-Direct, and Wednesdays at Public works. Also discussed the Waste Water Treatment Facility: meet with Buffalo to get cost to dispose of solids, point source grant has been submitted, revolving loan may not qualify – may need to bond for this portion, a group meeting to review chemical costs and what to use – they are looking at a lot of different options for the phosphorus removal. A draft of the facility plans will be presented to Council at the August 27<sup>th</sup> meeting.

### **Council Reports**

*Martinson* – Noted the weather for Rockford River Days was perfect and thanked the city staff for all their hard work; the parks, streets and City all looked good! Special thanks to Dennis for helping with the generator issue the carnival had Saturday.

*Hafften* – Also wanted to thank the Rockford River Days Committee and its chair Christina Schultz, the Rockford Fire Department, and the Wright County Sheriff's Department for their assistance with making Rockford River Days a success.

*Wenz* – nothing to report  
*Graner* – nothing to report

**OPEN FORUM**

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

**ADJOURNMENT**

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

**MOTION CARRIED** - Voting in favor: Hafften, Graner, Martinson and Wenz.

Mayor Hafften adjourned the meeting at 8:12 p.m.

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Renee Hafften, Mayor

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Nancy Carswell, Administrator