

Mayor Hafften called the **September 24, 2013** Regular Meeting of the Rockford City Council to order at 7:00 p.m. in the council chambers of city hall, 6031 Main Street, Rockford, MN.

Roll Call

Roll call was taken. The following members were present: Graner, Hafften, Martinson and Wenz. Absent: Kesanen. Also in attendance were: Administrator Carswell, Engineer Jared Ward, Public Works Supervisor D. Peterson and Fire Chief Ben Sanderson.

Proclamation - Manufacturer's Week October 20th -26th, 2013

Mayor Hafften read the proclamation and declared the week of October 20th – 26th, 2013 Manufacturer's Week in Rockford. The HRA will host a recognition breakfast for all of the city manufacturer's.

***Consent Agenda**

Motion was made by Martinson, seconded by Graner to approve all items on the Consent agenda except for item 2E, which was pulled for discussion.

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

***Approve Minutes/September 10, 2013**

Motion was made by Martinson, seconded by Graner to approve the minutes of September 10, 2013.

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 #022350-#022394 in the amount of \$80,844.84.

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

***Approve Recycling Contract/Wright Recycling 2013-2015**

Motion was made by Martinson, seconded by Graner to approve the recycling contract between the city and Wright Recycling starting October 1, 2013 to December 31, 2015.

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

***Approve New Fiber/Riverside Park Playground**

Motion was made by Martinson, seconded by Graner to purchase wood fiber and geotextile materials from Central Wood Products for a price not to exceed \$6,096 as part of the parks budget.

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

***Uniform Contract**

Motion was made by Martinson, seconded by Graner to approve the two year contract with Unifirst to supply uniforms and other items at a cost of \$103.91 per week.

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

Fire Chief/Assistant Chief Terms

Administrator Carswell informed council that the appointment of the chief and assistant chief expires this year. The policy states the position should be posted for the department from October 1 – 15th. Carswell suggested that the Chief remain the same for one more year so that there are not two new heads in the department. Council member Graner stated that the fire department members have expressed interest in these positions and feels that the city should stay with their original decision to open up the chief and assistant chief positions for interviews. The city council agreed. The fire department will select a member to be part of the interview process.

Ben Sanderson will send out notices to all members along with the application and let them know they must be submitted to city hall no later than October 16th.

Wright County Sheriff's Communication

Deputy Fournier was present and reminded everyone that school has started and to make sure they use caution especially when busses are dropping off or picking up children. Graner asked that the deputies patrol Highway 55 westbound during rush hour as people are speeding when the highway goes to a one lane. Fournier stated that the deputies are already patrolling the Highway during the a.m. rush hour.

Hurst Woods Channel Stabilization Phase II

Engineer Ward presented the quotes received for Phase II of the Hurst Woods Channel Stabilization project. The city received three bids and the engineer is recommending that the city accept the low bid from Blackstone Construction. The city council asked Ward if he had worked with these contractors before and if he feels they would do a good job on this project. Ward stated that Wenck & Associates have worked with Blackstone on other projects and he stated they do good work.

Kelly Perkins of 4071 Maple Hurst addressed the city council about future maintenance by the homeowners of this channel since it is considered a wetland. Ward stated that they would have to apply for a permit from the Army Corps of engineers but since it would be maintenance that there is no fee. Mr. Perkins asked about the warranty of the project. The contract states that the contractor must guarantee the project for two years.

Jeff Simpson of 4041 Maple Hurst addressed council and wondered if the wetland could be re-classified. Noted that some of the wetland buffer signs are in water on one side and far away from water on the other side. Engineer Ward stated that the buffer signs will not be moved. The wetland for the first phase of the project was removed and the city had to acquire wetland credits from a bank. The phase II will not be removed from the wetland classification. The city will still consider this channel a wetland and carry an easement on the area.

Lisa Perkins of 4071 Maple Hurst addressed the city council with a concern about not being able to expand her deck due to the wetland buffer and she wants to apply for a variance. Carswell stated that this would not be a regular variance as it relates to more than a setback from a property line. Carswell will review the file and contact Ms. Perkins.

Motion was made by Graner, seconded by Wenz to accept the bid and approve the contract between the city and Blackstone Construction to complete the Hurst Woods Channel Phase II project at a cost of \$25,197.50 to be financed by Fund 401.

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

Resolution 13-39/Approve Lampert Taxi Cab License

MOTION was made by Martinson, seconded by Wenz to approve Resolution #13-39 Approving Lampert Taxi Cab License.

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

Review Assessment Policy

Carswell suggested that in preparation of the upcoming 2014 Public Improvement Project that the assessment policy be revised. The current policy addresses street improvements such as: reconstruction, mills and overlays which will be assessed 80% based on a linear front footage.

Carswell is suggesting that the city revise the assessment policy to either 60% or 50% assessment for Class C improvement based on a per unit charge and no longer use the linear footage.

The sewer and water mains will be funded by user rates. The private water services are also paid by the water fund. However, it was noted that some of the private sanitary sewer services may have to be replaced or repaired and they should be 100% assessed to the property owner. The reason for replacing or repairing these private services would be to curtail infiltration into the system and other problems such as tree roots in the service.

Council concluded that the assessment policy should be changed to include street Class C improvements which will be 50% street assessed based on a per unit basis. Staff will make the changes to the assessment policy and put it on the next consent agenda October 8, 2013.

Administrator's Report

Carswell presented the administrator's report including the following: Chanhassen senior housing revenue note, HVAC grant for Stork House, Crow River Food Co-op update on neighborhood cookouts, intersection of Highway 55/County Road 32 meeting scheduled, and personnel committee meeting.

Engineer's Report

The city has contracted with Infratech to televise all of the sanitary sewer mains in the Maplewood Manor neighborhood. Some cracks have been found which will be completed now at a cost of \$2,800.

Fire Report

Chief Sanderson noted that they have had 219 calls to date and the last ones have been major calls. Three inspections have been completed, preparing for Fire Safety Week Oct. 6 – 12 coordinating events with the school. Glow sticks will be distributed on Halloween.

Council Reports

Martinson - nothing to report

Wenz – nothing to report

Graner – requested traffic speed signs be installed west on Hwy 55

Hafften – nothing to report

Public works supervisor D. Peterson reported that the old water tower was painted and included an update on the Hennepin County antenna project on Linden Street tower.

Adjourn

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 8:27 p.m.

Renee Hafften, Mayor

Attest:

Nancy Carswell, Administrator