

Acting Mayor Graner called the October 11, 2011 Regular Council Meeting 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 and the following members were present: Graner, Hafften, Martinson and Wenz. Absent: Beyer. Also in attendance were: Engineer Statz, Administrator Carswell, and Public Works Supervisor D. Peterson.

**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: GRANER, HAFFTEN, MARTINSON AND WENZ.

**\*Approve Minutes/September 27, 2011**

Motion was made by Martinson seconded by Graner to approve the minutes of the September 27, 2011 council meeting.

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

**\*Approve Payment of Claims**

Motion was made by Martinson seconded by Graner to approve the payment of claims #19624 to #19665 in the amount of \$71,024.71.

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

**\*Approve Building Permits**

Motion was made by Martinson seconded by Graner to approve the building permits #11-108 to #11-132.

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

**\* Resolution 11-41 Approve Investments**

Motion was made by Martinson seconded by Graner to adopt Resolution #11-41 Approve Investments.

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

**Authorize Preparation of Plans and Specification/2012 Water and Sewer Improvement Project Hwy 55/2012**

Council reviewed the memorandum from engineer Statz from Stanec Engineers in regards to the project proposed for 2012 to coincide with the MNDOT Highway 55 improvements. Water mains and sanitary sewer mains will be upgraded. Money will be transferred from fund 313 to finance the sanitary sewer portion of the project which was recently approved by the council. The estimated costs for the preparation of plans are \$12,750 or 8.5% of the project costs. The project will be funded by the water fund and a fund transfer for the sanitary sewer portion.

The project should begin in April or May 2012 on the west end of the project and MNDOT is discussing working 24 hours per day to get it done quickly to accommodate cities that have traffic detoured. What is going to be done with the traffic at the four way stop on County Road 50 and 10.

Dennis Peterson said he has expressed his concerns about the detour through our city. Council asked whether the school is aware of this project and the detours and they have been notified, in fact MNDOT is planning the project around the school year. We should give advance notice to residents prior to the project start when those dates are firm.

Martinson wondered about the costs for directional boring under the bridge. Statz stated that they are not sure what those costs will be but the plans will address both above ground and directional boring.

MOTION was made by Hafften, seconded by Wenz to authorize the preparation of plans and specifications for the 2012 Water/Sewer Project on Highway 55.

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

### **Soil Boring/2012 Water/Sewer Improvement on Highway 55**

Mark Statz submitted a bid from American Engineering Testing, Inc. in the amount of \$5,100 for soil borings for the project and he recommends the city have these done before we bid the project so the contractors will know what type of soils they are dealing with. Council member Hafften said the river bottom is rock so why complete borings and waste the money. Statz stated that if the city completes the soil boring tests it may save us money or could change the way the project is completed if there are boulders found in the ground then the project would be a directional bore in the Highway. However, Dennis Peterson noted that the MNDOT reps from District 3 informed the city that we could not bore into the Highway. If the soil borings prove that we cannot drill then we go back to MNDOT and tell them we have to open cut on Highway 55.

MOTION was made by Martinson, seconded by Wenz to approve soil borings be completed by American Engineering Testing Inc. at a cost not to exceed \$5,100 for the 2012 Water/Sewer Improvement on Highway 55.

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

### **Wright County Deputy**

Youth have been active lately in Rockford and a few problems with destruction of city property in the Riverside Park, and shop lifting at Casey's. The Deputy also noted that they are watching the vacant buildings on Mechanic Street and Highway 55.

### **City Hall Electrical System**

The Excel Energy company installed a box on city hall a few weeks ago to see if our supply from their lines were adequate. Excel stated that they are going to upgrade our secondary line to the city hall from a 1 aut to a 4 aut and relocate our service so that it is closer to the transformer. Excel stated that this would make our electric system better but still feels that we will experience brown outs and problems when the air conditioning is operating. Therefore, staff is requesting authorization from council to go out for a request for proposal to have an electrician come in and prepare a study of our system and our needs.

MOTION was made by Martinson, seconded by Hafften to authorize staff to go out for requests for proposal for electrical analysis of city hall to determine whether our system is adequate to operate all of the equipment.

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

**Approve Welcome Sign Contract/Visual Communications**

The welcome sign committee has been meeting with Visual Communications regarding the new city welcome signs. Visual Communications has provided a contract as well as two final options for the welcome sign to be reviewed by the city council and approved.

The option #5 is symmetrical with a soft curved roof echoing the bridge just below. The airy design lightens the overall bulk of the all black sign and these elements represent balance and peace.

Option #7 is asymmetrical with a segmented roof arch with bridge steel construction supporting the roof. The two toned color scheme provides a compliment from the wood tone brown to solid black. Asymmetrical design elements are modern, progressive, and represent excitement and potential growth.

The contract states that Visual Communications will provide:

- Phase 1 – Design and Analysis – an onsite meeting, city code information, provide presentation- 3 options- provide revisions as requested
- Phase 2 – Documentation – provide sign specifications and submit to MNDOT for approval
- Phase 3 – Fabrication/installation – provide finished signs, fabrication, installation and electrical hookup to existing power, provide for application for permits and all permit fees-the city shall be responsible for removal of existing signs.
- Fee - \$15,000 per sign with both being made now and one billed in 2012 - 50% deposit will be required upon contract approval.

There is LED lighting built into the sign which will last for many years. The manufacturer uses the same type of paint that is used on automobiles. Council asked if there is a warranty on these signs. The committee was not sure but staff will check and let the council know. Staff was also directed to check on a warranty on the finish.

Martinson likes #7 font option B to match water tower, Renee prefers #7 with font B , Wenz #7 with font B. Graner prefers #5 but likes both designs.

MOTION was made by Hafften, seconded by Wenz to approve Visual Communications contract and to select option #7 font B for the welcome signs as per the contract at a cost not to exceed \$30,000 for both signs including installation, delivery, tax, hook up to electric and all permit fees.

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

**Administrator's Report**

The administrator's report included an update on the following: food co-op committee meeting, employee injured, planning commission hearing, and personnel committee cable employee, grant for Stork House, Hennepin Youth sports grant, trees on levee, fire board meeting and update on visit to the fire department members meeting.

Wenz will attend the fire board meeting in Beyer's absence.

Renee Hafften wondered if the entire fire department voted for this fire rig equipment because she has heard otherwise. Dennis said that the department has not voted on spending \$250,000 on the grass rig. Dennis said that he doesn't think they need to spend this kind of money and as a taxpayer he is opposed to this expenditure. Graner stated that the board will discuss this and try and find why and how this will be used and if it necessary or if there is something more economical.

**Engineer's Report**

Engineers report: rip rap being installed and inspection scheduled for RIP program, Parkwood Park was re-seeded, Parkwood master plan, TH 55 utility project and miscellaneous items. Grass seed is not doing well at the Parkwood Park. Information on some proposed designs for Freedom Park from the Rockford Lions. Statz showed them that the flood levee is in the middle of their design. Event center information and flood plain information. Next event center meeting October 25<sup>th</sup> at 5:30 p.m. will post as special workshop meeting.

**Public Works Tires/Loader**

Dennis Peterson stated that the tires were flat on the Rubber tire loader and they were due for replacement in the next year's budget. However, Peterson is recommending the tires be replaced now instead of patched. The lowest cost on the state bid is from Royal Tire which is \$911 each, this does not include sales tax or mounting the tires.

Motion was made by Hafften, seconded by Martinson to approve the purchase of four tires at a cost of \$911 each, plus tax and mounting from Royal Tires not to exceed \$5,000.

**Adjournment**

Motion to adjourn was made by Wenz, seconded by Hafften.  
Deputy Mayor Graner adjourned the meeting at 8:14 p.m.

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Jeannette Graner, Deputy Mayor

Attest:

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Nancy Carswell, Administrator/Clerk