

Mayor Hafften called the **October 22, 2013** Regular Meeting of the Rockford City Council to order at 7:08 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. Absent: none. Also in attendance were: Engineer Ward, Engineer Libby, Public Works Supervisor Peterson, Lead Streets Quirk, Administrator Carswell, 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 and set agenda.

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

***Approve Regular Council Minutes/October 8, 2013**

MOTION was made by Martinson, seconded by Graner to approve the minutes of the October 8, 2013, Regular Council Meeting.

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

***Approve Payment of Claims**

MOTION was made by Martinson, seconded by Graner to approve the payment of claims #22460 to #22504 in the amount of \$149,028.16 and voided checks #22505 to #22512.

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

***Resolution #13-43/Approve Liquor License for Rosewood Café, LLC**

MOTION was made by Martinson, seconded by Graner to approve Resolution #13-43 to authorize Wine License and a 3.2 Malt Liquor License and granting permission for Strong Beer to the Rosewood Café at 8810 Walnut Street from December 1st to June 30, 2013.

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

***Resolution #13-44/Authorize Small MN Historical Cultural Grant/HVAC Design Plans**

MOTION was made by Martinson, seconded by Graner to approve Resolution #13-44 to authorize the Minnesota Historical & Cultural Heritage grant application for the Ames-Florida Stork House in the amount of \$9,950 for the design and plans of the HVAC system.

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

***Approve 3rd Quarter Gambling Proceeds**

MOTION was made by Martinson, seconded by Graner to approve the 3rd quarter gambling proceeds.

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

***Resolution #13-45/Approve July & October 2013 Investments**

MOTION was made by Martinson, seconded by Graner to approve Resolution #13-45 to approve the July and October 2013 investments.

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

***Approve Purchase of Replacement Street Signs**

MOTION was made by Martinson, seconded by Graner to approve the purchase of 236 replacement signs from M&R Signs for a cost not to exceed \$4,425.46 plus shipping cost to be paid for out of the Street Department's sign budget.

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

Rockford River Day's Ambassador's Update

Ambassador Mikayla Erickson and Junior Ambassadors Ashley Johnson and Meghan Roggenkamp were present to give Council an update on their events and thank the city for their support.

Resolution #13-46/Accept Draft Feasibility Study & Call for Hearing 2014 Street & Utility Project

Engineer Ward presented a draft summary of the feasibility study for the 2014 Infrastructure Improvements for Council to review.

There were many recorded water main breaks in the Maplewood Development as shown on the map presented and reviewed.

An inventory was done of the infrastructure within the Maplewood Development:

- *Streets* – fair to good (five year mill & overlay will hold over)
- *Storm Sewer* – fair to good (rings are deteriorating)
- *Water Main & Water Services* – poor
- *Sanitary Sewer Main* - poor (clay-some are ok, but others are cracked and crumbling – more of an issue of water getting in than sewage getting out, causing more gallons to be processed because of the leaks)
- *Structures/Rings & Castings* – fair to poor
- *Sanitary Sewer Services* – poor

Council asked if the EPA would fine the city if the pipes were bad. Engineer Ward stated “No” Rockford is not the only city with these issues. The state is encouraging cities to work on fixing the issues. The City of Duluth had many leaks and was told to fix them.

Public Works Supervisor Peterson noted the state is encouraging cities to work on fixing the issues. The city of Duluth had many leaks and was told to fix them. Dennis also noted that if there is a back-up the insurance agency is going to ask to see the City's records and ask why the issues were not fixed. Manholes are also a source of leaks.

Engineer Ward stated the City had several options to consider:

- do nothing (high annual maintenance cost, water main breaks costing \$6000-\$7000 and delayed expenditures to upcoming years)
- full reconstruct/open-cut water main (most expensive option and streets are in relatively good condition – this option would completely replace the existing street)
- maximizing trenchless technologies (would completely rehabilitate existing utilities and requires the least amount of street reconstruction work)
- complete a portion of the improvements (reduces the burden of immediate financial burden for the city and high annual maintenance costs)

Council discussed the options and reviewed a map of impacted streets.

Areas with a lot of bands may be hard to replace, bursting process does not work and would have to open cut. There are gas main issues. Open cut versus seamless. Maplewood Manor is not the only development with clay.

A summary of expenses for open cutting the sewer included \$7,000 to the main line to the right-of-way and \$2,100 for the right-of-way to the home for a total of approximately \$9,100 – this would be the worst case.

The cost to CIPP the sewer would be \$6,300 for the main to the house and \$3,600 for the main line to the ROW for a total of approximately \$9,900.

Engineer Ward aggressively estimated total project costs at \$3,555,100 to \$3,838,700. The 2014 is not projected to be the most expensive year. The 2018 project is expected to be the most expensive.

At a minimum the lines need to be televised. The sewer line is the home owner's responsibility for the cost from the house to main line. Develop a policy or ordinance to review pipe conditions and present a time frame to correct if needed. Staff will research to see if a repair can be forced if an issue is found.

The summary of expenses for the street were \$1,615 per property for a mill and overlay. The sewer work would be an additional assessment.

The cost to continue with repair is more costly than new lines.

Peterson stated once repaired, less ground water would be processed through the sanitary sewer and save the City money. Public Works jets the line every three years. They have added expenses for having to cut roots they find.

Shannon Sweeney prepared a sheet showing the affects the project will have on expenses.

Administrator Carswell reminded the Council of the cost of the bond debt for the WWTF of 1.2 and two bonds are due for about \$92,000 & \$105,000. In 2015 the debt for the phosphorus will be added. This proposed project is expensive and Council may want to consider some alternatives. The sewer rates have been increased 8% over three years for a total of 24%. The interfund loan goes until 2019.

Wenck recommendations:

- Rehabilitate Infrastructure (driven by sewer and water conditions, utilize trenchless technology where feasible/cost effective, timing/phasing needs to align with City's financials, and Utilizing alternates would allow flexibility after receiving bids)
- Telewise sanitary sewer services (determine necessary excavations for repairs, complete repairs with this project, develop plan to address sewer service repairs within roadway for future projects, and current policy require property owners to maintain sanitary services)
- Update Capital Improvement Plan (CIP) (maintains cost expectations with current economy and assists with financial planning & potential rate impacts).

MOTION was made by Hafften, seconded by Martinson to approve Resolution #13-46 accepting the draft 2014 Infrastructure Improvements Feasibility Report and called for a public hearing to be scheduled on November 12th.

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

Schedule Open House/2014 Street and Utility Project

The City Council scheduled an open house for Tuesday, November 5, 2013 at 6pm at the Lion's Building in Riverside Park. All affected property owners will be invited to attend. Staff will prepare a presentation and handouts.

Administrator's Report

The Administrator's report included: applications for Fire Chief & Assistant Fire Chief – one applicant applied for each position was received, HVAC designs & specs for the Ames-Florida-Stork House, Manufacturer's Breakfast is October 24th, schedule special workshop to discuss the Rockford Area Historical Society, City Hall roof is complete, Hurst Woods Development had a lot purchased and will be taking advantage of the building permit discount, preliminary feasibility study for the 2014 street & utility project, upcoming R-G Area Chamber luncheon is November 14th, potential development of the NE corner of Main Street & Highway 55, and the Finance Clerk, Jennifer Swendsen attended a one day seminar on Government Accounting.

3rd Quarterly Financial Report

The Finance Summary report included: water sales increase of \$17,462, sewer sales increase of \$21,180, investments ending balance of \$3,467,559, general fund revenues \$926,652 and expenses \$1,248,706. Also review the bond payment, CIP funds, signal fees, fire department funds, special funds, and revolving loan fund balances.

Engineer's Report

The Engineer's report included: construction for the Elm Street & Ash Street redirect project will begin on Monday, October 28th and notices have been handed out to the affected property owners (including the potential water shutoff) and the Hurst Woods is waiting for the contract and should begin early November.

Council Reports

Graner – nothing to report

Kesanen – nothing to report

Martinson – no leaves should be placed near or in the storm sewer. Martinson also asked how the Hennepin County Antenna project was going. Peterson said there were some issues with the paving and seeding, but overall it was going well.

Wenz – Stork House will be doing ornaments on November 9th from 10am-2pm in the Lion's Building in Riverside Park.

Hafften – 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 Hafften to adjourn the meeting.

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

Mayor Hafften adjourned the meeting at 8:34 p.m.

Renee Hafften, Mayor

Nancy Carswell, Administrator