

Mayor Beyer called the **December 11, 2012** 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: Beyer, Graner, Hafften, Martinson and Wenz. Absent: none. Also in attendance were: Administrator Carswell, Engineer Mark Statz for Stantec and Public Works Supervisor D. Peterson.

The Pledge of Allegiance to the Flag was given.

PUBLIC HEARING – TRUTH IN TAXATION

Administrator Carswell presented the proposed General Fund budget for 2013 and the Tax Levy 2012 collectible 2013. Carswell reviewed the general fund budget which includes a 6.4% increase over the current year. However, the tax levy only increased 1.1% from 2012 due to the additional Local Government Aid and other increased revenues proposed for 2013.

Carswell presented a few preliminary tax statement examples for Wright and Hennepin County properties in Rockford payable in 2013. The tax statements reflected reduction in city taxes for most.

Carswell then presented the 2012/payable 2013 preliminary tax levy which is an increase of 1.1% from the past years levy and is made of the following:

The 2012/payable 2013 tax levy consists of:

General Fund tax	\$ 1,262,237
GO Bond Public works building	\$ 114,500
Tax Abatement Bond Flood Levee	\$ 48,182
LGA Unallotment	\$ 20,000
Total Tax Levy 2012/2013	\$ 1,444,919

Carswell reviewed the preliminary general fund budget per department as follows:

Revenues		Expenses	
Taxes	\$1,262,237	Administration	\$438,697
Other taxes	\$ 50,000	Transfers Out	\$224,300
Grants	\$ 29,300	Safety/police/fire	\$480,725
Fees/License	\$ 121,220	Streets	\$462,379
LGA	\$ 309,689	Parks/Library	\$217,545
Interest	\$ 19,200	Contingency	\$ 10,000
Fiscal Disparities	\$ 42,000	Total	\$1,833,646
Total Revenue	\$1,833,646		

Mayor Beyer opened the public hearing at 7:01, as there were no comments Mayor Beyer closed the public hearing at 7:10.m.

***Approve Consent Agenda/Set Agenda**

Motion was made by Graner seconded by Hafften to approve all the items listed on the consent agenda.

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

***Approve Regular Council Minutes/November 27, 2012**

Motion was made by Graner seconded by Hafften to approve the minutes of the November 27, 2012, Regular Council Meeting.

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

***Approve Payment of Claims**

Motion was made by Graner seconded by Hafften to approve the payment of claims #21229 to #21321 in the amount of \$209,909.73.

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

***Approve Building Permits**

Motion was made by Graner seconded by Hafften to approve the October 2012 Building Permits #12-157 to #12-168.

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

***Approve Animal Humane Society Contract for 2013**

Motion was made by Graner seconded by Hafften to approve the Wright County Animal Contract for 2013.

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

***Approve 2013 Employee Wages/Compensation**

Motion was made by Graner seconded by Hafften as submitted.

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

***Approve Final Pay Request/Trunk Highway 55 S&W Main Improvement Project**

Motion was made by Graner seconded by Hafften to approve the final pay request for the Highway 55 Utility project to GM Contracting, noting that all of the damage claims were paid to residents from the May 10th incident.

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

Resolution #12-58/Adopt General Fund Budget 2013

Motion was made by Graner seconded by Hafften to approve Resolution #12-58 to adopt the 2012/2013 Tax Levy and final General fund budget for 2013.

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

Resolution #12-59/Approve Fire Department Members

Motion was made by Hafften, seconded by Graner to approve Resolution #12-59 approving the 32 fire department members.

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

Resolution #12-60/Approve Fire Department By Laws

Motion was made by Graner, seconded by Hafften to approve Resolution #12-60 to approve the fire department bylaws.

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

Review Findings of WWTF Phosphorus Reduction Study

Mark Statz and Ron Lafond of Stantec reviewed the phosphorus removal plan for the wastewater treatment facility as required for the next permit by May 1, 2015 which is issued by the Pollution Control Agency. The plan includes: meeting new phosphorus limits, options for bio-solids disposal, investigate feasibility of converting chlorine to ultraviolet UV disinfection. The planning period is 2013 to 2033.

The plans and specifications for phosphorus limit must be submitted by December 2013 to the PCA. It was noted that phosphorus removal can be done chemically or biologically.

- Chemical Phosphorus Removal building and process equipment estimated cost is \$247,000

The engineers also noted that there is not adequate storage for our **bio-solids** and the Facility Plan addressed this issue. The proposed plan has two options –

- combination of land application and haul to Buffalo \$50,000 or
- combination of land application and haul to WCWBF Ellsworth, WI \$100,000.

The plan also reviews using **ultraviolet (UV) disinfection** instead of the chlorine gas which is used now. Chlorine gas and sulfur dioxide gas has many toxic hazards associated with them and is not being used for disinfection

- estimated project costs of \$290,000.

Other upgrades needed at the wastewater facility include:

- replace buried water line \$25,000
- replace grit pump and classifier/washer \$80,000
- replace sludge pump \$30,000
- Level clarifier weirs \$ 4,000
- Repair leaking buried air piping \$2,000
- Control building improvements \$50,000
- Blower sound enclosure replaced \$19,000
- Piping for extended aeration operation \$32,000

The engineering, administrative and legal costs estimated for the project are listed at \$215,000 and a contingency of \$86,000 for a total project cost of \$1,160,000.

Stantec Consultants will apply for a grant on the cities behalf which if awarded will pay one half of the costs and we need to get the city's project on the list soon. Graner wants the residents to be aware of the fact that 50% of the costs of this project are required by the state for our permit.

Noting that some of the projects are maintenance the council asked if there are items that need to be replaced now or can they wait? The blower enclosures are unsafe but Dennis Peterson public works supervisor stated that they will try to make it until this larger project as the costs would be lower doing them together.

A project schedule was reviewed: January 2013 submit list for project priority list, hold public hearing and start construction June 2014 complete construction February 2015. The construction time line was discussed and concerns were expressed maybe bid in March instead of April. PFA funds are not available until June or July so the city would have to fund any costs prior to that time. Engineering, Administrator, legal costs are listed at 25% are very high and the council wants a break down of exact engineering costs.

Hafften asked about the costs of acquiring a dryer for bio-solids instead of hauling them and it was explained that the costs are not feasible for our city and noted that this had been researched in 2005.

Call for a Public Hearing on the Rockford WWTF Facility Plan

Motion was made by Martinson, seconded by Wenz to call for public hearing to receive public input on the Wastewater Treatment Facility Plan to be conducted at 7:00 p.m. on January 22, 2013 at the regular council meeting.

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

2012 Annual Clean-Up Day Summary

The total costs and revenues received for May 5th 2012 cleanup day were reviewed. The total costs were \$4881.84 and those costs were offset by revenues of \$4217, the city costs were \$664.84.

Administrator's Report

Carswell presented the administrators report, including: a list of accomplishments, visioning session on Branding, Crow river food co-op update, update on Crow River Christmas, park commission meeting, CIP plan being updated by staff for future council and reminder of the December 18th team building meeting at 5:30 p.m. at the public works facility and dinner will be served.

Engineer's Report

The engineer's report, including: Hwy 55 utility project final payment and working on a 2030 CIP improvement plan.

Council Reports

Martinson – shoveled snow around the hydrants in his neighborhood- public works did a great job cleaning up the streets after the snowfall

Graner – Rockford Fire Department toy drive is going on until Friday –Dec. 14th, toys will be sorted on Saturday the 15th and distributed on Sunday the 16th. There is more of a need this year. There are drop boxes at Bank West, River Works and City Hall. Graner asked about a banner for across the highway to advertise these events. D. Peterson stated that he will need to get approval from MNDOT and costs for the banners.

Hafften – nothing to report

Wenz – nothing to report

Beyer – Wished All a Merry Christmas! – Mayor Beyer also wished the future Mayor and council good luck and he enjoyed the past 12 years as mayor and 4 years as a council member. This meeting will be his last recorded meeting as Mayor of Rockford.

Open Forum/Jack Russek

Mayor Beyer called open forum. Jack Russek Wright County Commissioner was present and wanted to say he enjoyed representing Rockford and his term expires December 31, 2012.

ADJOURNMENT

MOTION was made by Graner, seconded by Hafften to adjourn the meeting at 8:30 p.m.

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

Mayor Beyer adjourned the meeting at 8:30 p.m.

Jeannette Graner, Deputy Mayor

Nancy Carswell, Administrator