City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, March 8th, 2016

Mayor Renee Hafften and Council Members Debbie Buoy, Ted Hill, Jeannette Graner and Rick Martinson met with City Administrator / Special Counsel, Dan Madsen; Finance Clerk, Jennifer Swendsen; City Engineer Jared Ward, Wenck and Associates; Fire Chief, Ben Sanderson; Steve Hegland, Wenck and Associates; Public Works Director, Trevor Brummer; and Deputy Clerk, Audra Etzel to review the staffing and scheduling for members of the Rockford Fire Department. No action was taken on any items, as the discussion was only for informational purposes.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, March 8th, 2016

The meeting was called to Order by Mayor Renee Hafften at approximately 6:00 p.m. in the Council Chambers, 6031 Main Street, Rockford, MN. Council members Debbie Buoy, Ted Hill, Jeannette Graner and Rick Martinson were present.

City Administrator / Special Counsel, Dan Madsen Finance Clerk, Jennifer Swendsen; City Engineer Jared Ward, Wenck and Associates; Steve Hegland, Wenck and Associates; Public Works Director, Trevor Brummer; and Deputy Clerk, Audra Etzel were also in attendance along with Jeff Towers, Erik Sorenson, Eric Halberg, Art Wacholz and Adam McDermott of Star Lodge 62, Masons Society.

<u>*Approve Consent Agenda/Set Agenda</u>

MOTION was made by Martinson, and seconded by Graner, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.D as listed:

3 A: Minutes from the February 23rd, 2016 Council Workshop and Regular Council Meeting
3 B: Payment of Claims from Check #25753 through #25795 totaling $221,646.18
3 C: February 2016 Building Permits
3 D: RESOLUTION #16-13/Approve Crow River Regional Trail Support for Three Rivers Park District

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson.

<u>New Business: Rockford Masonic Lodge Sign</u>
Members of the Rockford Star Lodge 62 appeared and discussed the recent initiatives

supported by the lodge and asked the City Council for permission to hang a Masons sign next to the other community group signs displayed on the City's welcome signs. After discussion and review, **MOTION** was made by Martinson to approve the signs pending review of the actual sign to be hung. This motion was seconded by Buoy.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

New Business: Downtown Redevelopment Bids and Project

Administrator / Counsel Madsen and City Engineer, Jared Ward of Wenck and Associates explained the status of bids and costs received for the Downtown Main Street Project. Ward and Madsen reviewed each element of the project and described in detail the basis, costs, funding sources and challenges regarding the project. Members of the City Council weighed and balanced the policy considerations involved in the project and impact on the community including the benefits of traffic calming, ADA compliance, making the community more walkable and benefit to the Downtown Commercial District. Ward explained that Burschville Construction had the low bid for Bid Package 1 for both labor and materials, with a combined total for administrative purposes of $274,245. Laketown Electric had the low bid for Bid Package 3 for both labor and materials, with a combined total for administrative purposes of $137,500. Blackstone Contractors had the low bid for Bid Package 2 for both labor and materials, with a combined total for administrative purposes of $375,000. **MOTION** was made by Mayor Hafften, and seconded by Martinson to award the bids as presented.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

Based upon the discussion, the following motions followed: **MOTION** by Mayor Hafften, and seconded by Hill, to approve the lighting component including poles, arms and lamps in the amount not to exceed $112,000 from Architectural Lighting Design;

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson;

MOTION by Mayor Hafften, seconded by Hill, to approve the reclaimed paver bid in an amount not to exceed $26,400 from Gavin Historical Bricks;

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

MOTION by Martinson, and seconded by Mayor Hafften, to approve the Xcel Energy electrical project and relocation of power poles not to exceed $50,000.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

New Business: Wright County Agreement SCHA 20/Main Street Project

Administrator / Counsel Madsen explained that Wright County also required an agreement that delineated responsibility for the Main Street Projects between the City and County based upon the different work performed by the County mill and overlay project and the City's street development project. After discussion and review, **MOTION** was made by Martinson to approve the Agreement, which was then seconded by Graner.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

New Business: Volunteer of the Year Award

Mayor Hafften explained that applications were now being accepted for the Volunteer of the Year award. No action was taken on this item, but materials and dates for nomination were reviewed and announced.

Members of the City Council and staff then provided updates on the Downtown Project, development opportunities on the horizon, the City's credit rating review by Moody's and other happenings in the City.

Mayor Hafften then announced the City would be entering into Closed Session pursuant to Minn. Stat. Chapter 13D.05, Subd. 3 to discuss the purchase, terms, price and negotiation of the Purchase Agreement for 8900 Walnut Street with Select Senior Housing of Rockford, LLC. The City moved into Closed Session at 7:59 p.m.

MOTION was made by Martinson, and seconded by Hill to exit closed session at 8:27 p.m.

MOTION was then made by Martinson, and seconded by Hill, to ratify the Notice of Default of a Commercial Purchase Agreement with Select Senior Housing of Rockford, LLC.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

MOTION was then made by hill, and seconded by Buoy, to adjourn the Council Meeting at approximately 8:29 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Graner, Hill, Buoy, and Martinson

Typed this 9th day of March, 2016.

Dan Madsen
City Administrator, Special Counsel
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at www.cityofrockford.org, or by contacting City Hall at 6031 Main Street, Rockford, Minnesota 55373. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:

_____
Renee Hafften
Mayor

Attest:

_____
Dan Madsen
City Administrator, Special Counsel