

**City of Rockford, Minnesota Council Workshop Minutes**  
**5:00 p.m., Wednesday, November 9<sup>th</sup>, 2016**

Mayor Renee Hafften and Councilmembers Ted Hill, Rick Martinson, Jeannette Graner and Debbie Buoy met with City Administrator, Special Counsel Dan Madsen, Jared Ward of Wenck and Associates, Denise Kesanen, RiverWorks Thrift Store; Jennifer Swendsen, Finance Clerk; Trevor Brummer, Public Works Director; and Resident, Tim Buoy met to receive and review the City of Rockford 3<sup>rd</sup> Quarter Financial Statements. No formal action was taken, as this matter was set on for informal informational purposes.

**City of Rockford, Minnesota Council Meeting Minutes**  
**6:00 p.m., Wednesday, November 9<sup>th</sup>, 2016**

The meeting was called to Order by Mayor Renee Hafften at approximately 6:00 p.m. Council members Debbie Buoy, Ted Hill, Jeannette Graner and Rick Martinson were also present.

City Administrator, Special Counsel Dan Madsen, Jared Ward of Wenck and Associates, Denise Kesanen, RiverWorks Thrift Store; Jennifer Swendsen, Finance Clerk; Trevor Brummer, Public Works Director; Resident, Tim Buoy; Len Pryzbylski, Ryan Erickson and Brian Lubben of Select Senior Housing of Rockford; and Ben Mattson, Delano Area Youth Hockey Association were also in attendance.

**Approve Consent Agenda/Set Agenda**

**MOTION** was made by Graner, and seconded by Hill, 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 October 25th, 2016 Regular Council Workshop and Meeting
- 3. B.: Payment of Claims from Check #26596 through #26641 totaling \$192,512.00
- 3. C.: October Building Permits
- 3. D.: RES #16-45 / Transfer to Close out Park Shelter Fund

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

**New Business**

**4A Crow River Christmas**

Denise Kesanen of RiverWorks Thrift Store and Crow River Christmas presented information on the 2016 Crow River Christmas, scheduled to be held Saturday, December 3<sup>rd</sup>, 2016 at Riverside Park. Kesanen asked the Council to waive the rental fee for the Riverside Park Shelter based upon the community nature of the event, and additionally requested that Riverworks be allowed to use the Rockford City Center Mall common areas for the RiverWorks Holiday Sale.

After additional discussion and review, **MOTION** was made by Martinson, and seconded by Hill, to approve both requests. **MOTION CARRIED-VOTING IN FAVOR:** Hafften, Martinson, Buoy, Graner, and Hill.

#### **4B. Delano Area Youth Hockey Association**

Ben Mattson appeared on behalf of the Delano Area Youth Hockey Association to compliment the City of Rockford on the construction of the new hockey rink, and to ask permission to hold Mite Hockey practices at the rink on Thursdays this winter, from 5:30 p.m. to 7:30 p.m. It was discussed that this use would be free for this year, and if successful, future compensation for rink rental to offset the costs of ice maintenance and warming house attendance would be possible. Mattson also offered to look into providing volunteers to staff the warming house during these practices to help save city costs.

After additional discussion and review, **MOTION** was made by Martinson, and seconded by Buoy, to approve the request of Delano Area Youth Hockey Association. **MOTION CARRIED-VOTING IN FAVOR:** Hafften, Martinson, Buoy, Graner, and Hill.

#### **4C. Set Meeting to Canvass 2016 Election.**

Madsen explained that Minnesota Statute required the City to hold a meeting to officially accept the results of General Elections between the 3<sup>rd</sup> and 10<sup>th</sup> day following any such election. After discussion and review of schedules, **MOTION** was made by Martinson, and seconded by Graner, to hold the Special Council Meeting on Tuesday, November 15<sup>th</sup>, 2016 at 5:30 p.m. Madsen stated that such meeting time and location would be properly noticed pursuant to Statute.

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

#### **Old Business**

### **5A. USAgain Agreement**

Madsen explained that the City had an agreement with USAgain dating back to March 6<sup>th</sup>, 2007 where USAgain established a clothing drop-off center in Rockford, and then donated \$.02 per pound of clothing donated to a nonprofit. After much discussion and review, Staff decided that the best location for the container was in the back of the City's parking lot on Main Street between Bridge Street and Elm Street as provided in the attached aerial photo. It was also discussed that this location would also be appropriate for collection of cans that support the youth firearm safety program, and that funds donated by USAgain would be given to the Rockford Area Food Shelf.

After discussion and review, **MOTION** was made by Martinson, and seconded by Hill, to approve the USAgain Agreement and location for the drop-off container.

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

### **6 Select Senior Housing of Rockford Purchase Agreement**

Madsen explained that this portion of the meeting would be closed pursuant to Minn. Stat. 13D.05, Subd. 3(c)(3) to discuss and review the expired Purchase Agreement with Select Senior Housing of Rockford and consider whether or not the Purchase Agreement should be renegotiated, reinstated or terminated regarding approximately three acres of property located at 8900 Walnut Street, Rockford Minnesota, Parcel ID: # 113500292201.

**MOTION** was made by Hill, and seconded by Buoy, to enter into Closed Session at approximately 6:15 p.m.

**MOTION** was made by Hill, and seconded by Buoy, to exit Closed Session at approximately 6:29 p.m.

Madsen explained that the Council had discussed and reviewed the existing yet expired Purchase Agreement as described. After discussion and review, **MOTION** was made by Hill, and seconded by Buoy, to terminate the Purchase Agreement with Select Senior Housing of Rockford.

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

Members of the City Council and Staff then provided updates on city investments, results of the General Election, establishing a timeline for the 2017 Final Budget review and approval process, and discussing a timeline for establishing 2017 Council Goals.

**MOTION** was then made by Hill, and seconded by Buoy, to adjourn the Council Meeting at approximately 6:50 p.m.

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

Typed this 17<sup>th</sup> day of November, 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](http://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:

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Renee Hafften  
Mayor

Attest:

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Dan Madsen  
City Administrator, Special Counsel