

Mayor Beyer called the February 22, 2011 regular council meeting to order at 7:20 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: Beyer, Graner, Hafften, Martinson and Wenz. Absent: none. Also in attendance were: Administrator Carswell, Engineer Statz, Street Maintenance employee Quirk, Assistant Fire Chief Gordon Hopkins and Public Works Supervisor D. Peterson.

***CONSENT AGENDA/SET AGENDA**

MOTION was made by Graner, seconded by Martinson to approve all items on the consent agenda.

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

***Approve Regular Council Minutes /February 8, 2011**

MOTION was made by Graner, seconded by Martinson to approve the minutes of the February 8, 2011 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 Martinson to approve the payment of claims #018796-#018839 in the amount of \$110,686.97.

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

***Approve Identification Sign at Walnut Street & Electric Drive**

MOTION was made by Graner, seconded by Martinson to approve a sign permit to allow 30 square feet to Wright-Hennepin Electric's identification sign located at Walnut Street and Electric Drive, contingent upon approval by the building official and payment of the permit fees

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

***Adopt Employee Recognition Program**

MOTION was made by Graner, seconded by Martinson to adopt an Employee Recognition Program, recognizing paid employees every five years for their service to the city.

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

***Approve Painting of the Traffic Lights along Highway 55**

MOTION was made by Graner, seconded by Martinson to approve staff to hire B&L Maintenance to paint the traffic light at Highway 55 and County Road 50 at a cost of \$2,062.20 and to use CAM Funds in the amount of \$1,467.

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

***Schedule Special Council/Staff Workshop Meeting**

MOTION was made by Graner, seconded by Martinson to schedule a special council/staff workshop meeting for April 5, 2011 at 5:30 pm at the public works facility at 6551 Utility Drive for the purpose of team building.

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

Review Tree Removal Quote/Flood Levee

Mayor Beyer expressed concerns about the tree removal taking place on the levee now prior to the high risk of flooding this spring. Engineer Statz stated that after talking with the mayor he contacted Dana Werner from the Army Corps of Engineers to ask his advice on removing the trees now. Mr. Werner did not recommend that the trees be removed now. Mr. Werner stated that the Army Corps will not inspect the levee prior to all the snow melting off the levee so they can view the area closely to see if it meets the criteria to be eligible for the RIP program. Once the inspection has been done and if the levee meets the standards the city could receive approval within a week that we have been accepted into the Rehabilitation Inspection Program which will cover 80% of the costs of any maintenance and/or damage to the levee.

The quote from Honda Electric was revised to include the grinding of tree stumps starting at 1' at a cost of \$9,200, which was the lowest bid. Mayor Beyer asked staff to contact Honda Electric to see if they would be willing to extend that price into June 2011.

Open Forum

No one was present to speak at open forum.

Employee Recognition

Mayor Beyer presented a certificate and thanked employee John Quirk the Street Maintenance employee for his years of service. John has been employed by the city sine January 6, 1997.

Mayor Beyer presented a certificate and thanked employee Mary Huettl for her years of service as the Finance Clerk. Mary has been employed by the city since January 29, 2001.

Replace Snow Plow Truck

John Quirk was present to request that the 1999 International Plow/Dump Truck be replaced. Quirk presented the details and costs of the 2012 International Tandem Axel Dump Truck. The vehicle will be used to plow snow, haul snow, sand/salt the streets in the winter, and haul gravel and asphalt in the summer months. Quirk went on to explain that the truck has a larger capacity than the existing truck and should save the city hours each year in labor and fuel costs since less trips will be made. It was estimated that the tandem vehicle could haul twice as much as the current truck and would save on an average about twenty one hours per year of staff time. Making fewer trips also saves on fuel and wear and tear of the vehicle.

The cost of the vehicle after a \$38,000 trade in for our 1999 International is \$141,532. The staff recommends that we put a down payment of \$45,000 from the Equipment Capital Improvement Fund 411 and borrow \$100,000 from the Micro Loan fund available from the MN rural water association. The staff recommends a loan with a term of three year payback at an estimated interest rate of 2.75%.

The replacement of this truck was on the Equipment CIP two years ago but due to budget constraints staff waited to build up some cash in the CIP before replacing this piece of equipment.

The equipment is part of the MN Cooperative Purchasing bid so the city is not responsible for getting bids on the equipment as the state has already done that. The 2012 International will be purchased from Boyer International Trucks of Rogers, MN. The tandem axel truck plow equipment will be purchased from Crysteel of Fridley, MN.

The council had some questions regarding the financing options on this equipment, the cost savings for the ability to haul larger loads, and about an interfund loan versus a micro loan. Administrator Carswell noted that the water fund had a healthy cash balance but the 2010 Street Improvement project will have a deficit of about \$82,000 when the final pay request is paid this year and staff was going to recommend that the deficit be paid by an interfund loan from the water fund. Staff does not recommend borrowing any more money from that loan as it may affect the city's bond rating. The interest rates on the Micro Loan are better than what the city is receiving on an average interest rate for our investments and will be paid off in three years at affordable payments of \$35,800 per year from the Equipment CIP fund 411. Council asked whether this large truck would be able to turn around in cul-de-sacs and staff stated that it would. The council asked if the truck included a wing, which it does and an underbelly. The specifications of the equipment were provided to the city council in the packet.

MOTION was made by Martinson, seconded by Wenz to approve the purchase of the 2012 International Tandem Axel Dump Truck at a cost of \$141,532 and with a down payment of \$45,000 and the remainder will be financed with a 3 year Micro Loan from the MN Rural Water Association.

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

Hazardous Excavation/5512 Sunset Circle

Administrator Carswell stated that she had a conversation with Mr. David Clark the property owner of 5512 Sunset Circle about the quotes the city received and had sent the actual quotes to Mr. Clark via email. As of last Thursday, February 17th when the agenda packets were being prepared Mr. Clark still had not gotten any quotes of his own, nor had he provided any other options to staff. He said he would call the administrator before the February 22nd council meeting with an update, but staff had not heard from Mr. Clark.

The next step would be for the city to have a letter served to Mr. Clark who resides in Georgia at least 15 days as per MN Statute 463.25 before the city council takes action on abating the Hazardous Excavation by contracting the work be done by the contractor that provided the city the lowest bid of \$8,100.

Ongoing Directives

The council reviewed the ongoing directives.

Administrator's Report

Council reviewed the administrator's report including the following items: budget for LGA includes a reduction of \$190,200, RFP's for building inspector went out Martinson and Beyer are willing to interview candidates, personnel committee update, first team building workshop for staff/council, Hanover Athletic Association grant reapplied for the \$5,000 funding to go towards the softball fields at the High School, Parkwood park input from residents, and administrator ordered a Blackberry phone.

Mayor Beyer informed the city council that Trish and Wayne Waletich have sold their home and that the city will have a hard time replacing all the volunteering this couple did for the city. Wayne is the Emergency Management Director and serves on the Planning and Zoning Commission. Trish coordinates the National Night Out and Music in the Park.

Fire Department

Assistant Chief Hopkins reported that the department's calls have been less so far this year. Hopkins also informed the council that the fire department is storing the fire investigation trailer and equipment that is owned by the Wright County Fire Chiefs Association. City hall staff is insuring the equipment and will be reimbursed by the Chief's Association of Wright County for the cost of the insurance binder.

Public Works

Dennis Peterson informed the council that Doug Duda had updated the wastewater report that was included in the information section of the packet. The report is easier to read as it includes the permit limits, also maximum and minimum in some cases and what our results are.

Council asked how the progress of making the chlorine station more permanent solution is progressing. Peterson said he just talked with Jim Bullert from Leisch & Associates about this project who is working on the design of this project.

Adjourn

Motion to adjourn was made by Graner, seconded by Hafften.
Mayor Beyer adjourned the meeting at 9:00 p.m.

Mike Beyer, Mayor

Attest:

Nancy Carswell, Administrator