

Mayor Beyer, called the April 12, 2011 Regular Meeting of the Rockford City Council to order at 7:04 p.m. The meeting was held in the Council Chambers of City Hall 6031 Main Street, Rockford, MN.

The Pledge of Allegiance to the Flag was given.

**ROLL CALL**

Roll call was taken, the following members were present: Beyer, Martinson and Wenz. Absent: Graner and Hafften. Also in attendance were: Public Works Supervisor D. Peterson and Administrator Carswell.

**Board of Appeals and Equalization Hearing**

Mayor Beyer opened the hearing for the Board of Appeals and Equalization for Hennepin and Wright Counties in Rockford at 7:05 p.m.

Wright County Assistant Assessor Conrad Anderson and Chase Philippi of Wright County were present to review the 2011 Assessments for the Wright County Portion of Rockford. Values are based upon the sales ratio study which occurred between October 1, 2009 and September 30, 2010. There were 26 qualified sales which were 96.70% of market value or median sale of \$177,400. There were 18 unqualified sales or foreclosures with a median sales ratio of 124.26% with a median sale price of \$132,900. After reviewing the sales the final sales ratio was brought to 92.82%, the state requires market values to be between 90-105%.

There are currently 3 qualified sales to be used for 2012 valuations. Those sales have a median ratio of 96.17% with a median sale price of \$155,000. There are 19 bank foreclosure sales with a sales ratio of 128.07% and the median sale price is \$130,950.

The average residential median values in 2010 were \$225,000 and in 2011 is \$177,400 or 4.02 % lower. Commercial/Industrial properties median values were reduced 3.25% from 2010 with a total value of \$175,580,400 to 2011 value of \$170,692,900.

Assessor Jon Klocziem of Hennepin County was present to review the market values in the Hennepin County portion of the city which is 91 parcels. Mr. Jensen explained each year market values are analyzed along with sales dates from the market. Adjustments are made accordingly from that information. The results of the adjustments for the 2010 assessment areas are as follows:

Residential	-13.9%	Town homes	-12.0%
Commercial	-23.9%	Apartments	-7.6%

There are 91 taxable parcels in the city with a total market value of \$21,814,200. The overall value decreased 12.9%. Notices were mailed out in March to taxpayers with their evaluations asking them to call the assessors office. If taxpayers are not satisfied with the answers from the county assessor they may attend the Board of Appeals and Equalization hearing and request the city council adjust their market value. There was only one sale in Hennepin County on Terrace Circle.

Mayor Beyer asked for any comments from the public of where there was none.

MOTION was made by Martinson, seconded by Wenz to accept the Wright County Assessor's 2011 Assessments as presented.

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

MOTION was made by Wenz, seconded by Martinson to accept the Hennepin County Assessor's 2011 Assessments as presented.

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

Mayor Beyer closed the Board of Appeals & Adjustments for Hennepin County at 7:20 p.m.

**\*CONSENT AGENDA**

Motion was made by Martinson seconded by Wenz to approve all items on the consent agenda.

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

**\*Approve Council Minutes/March 22, 2011**

Motion was made by Martinson seconded by Wenz to approve the minutes of the March 22, 2011 regular Council Meeting.

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

**\*Approve HRA Minutes/March 22, 2011**

Motion was made by Martinson seconded by Wenz to approve the minutes of the March 22, 2011 regular HRA Meeting.

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

**\*Approve Payment of Claims**

Motion was made by Martinson seconded by Wenz to approve the payment of claims #18946 to #19037 in the amount of \$145,607.51.

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

**\*Approve Building Permits**

Motion was made by Martinson seconded by Wenz to approve the building permits #11-11 to #11-21.

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

**\*Resolution #11-17 Approve Investments**

Motion was made by Martinson seconded by Wenz to approve Resolution #11-17 to approve investments.

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

**\*Approve Maxfield Proposal for Senior Housing Study**

Motion was made by Martinson seconded by Wenz to authorize Administrator Carswell to sign the Maxfield Research Housing Study proposal at a cost not to exceed \$8,500 to be funded by the HRA (fund 207).

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

**\*Approve New Line of Credit for Shark Industries**

Motion was made by Martinson seconded by Wenz to authorize an increase in the line of credit for Shark Industries to \$1.5 million.

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

**\*Authorize Advertising for Seasonal Parks Employee**

Motion was made by Martinson seconded by Wenz to authorize staff to publish an ad for a part-time seasonal position, three days each week, to be paid hourly with no benefits. The city has \$5,100 in the parks budget for this position.

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

**\*Approve Purchase of Actuator Valves for the Waste Water Plant 1**

Motion was made by Martinson seconded by Wenz to authorize staff to replace the actuator valves on package plant one at a cost not to exceed \$10,162.00 to be financed from Fund 602 Sewer repair and maintenance for equipment.

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

**Open Forum/Rockford Lions Donations**

Mayor Beyer called Open Forum and Council member Martinson presented two checks to the city on behalf of the Rockford Lions. The Rockford Lions were approached by Garden Club chair Marsha White requesting a donation for flowers and shrubs at the Riverside Park sign. The Lions donated a check in the amount of \$700 to the city for the flowers and shrubs to be planted by the Garden Club and staff member Darcy Desens.

Martinson also presented a check to the city in the amount of \$100 for a new flag at Freedom Park and Riverside Park.

**City Building Inspector Interviews**

Staff was directed by Council to advertise for Request for Proposals (RFP) for the City Building Inspector. Information was sent to Metro West, MNSpect LLC and advertised in the official paper. The city received proposals from Metro West and MnSpect.

Mayor Beyer, Council Member Martinson & Deputy Clerk Etzel reviewed the RFP's and interviewed both companies. After the interview process the committee felt the difference between the two companies were not compelling enough to change building inspectors at this time. The city has not had any complaints from residents in regards to the service provided by Metro West which was another reason that the committee recommends continuing this appointment.

Nick Qualle from MNSpect was present and addressed the council and stated that they would be willing to lower their fees and accept a one year appointment. The city council thanked them for their interest in the position but declined the offer.

Motion was made by Martinson seconded by Wenz to extend the appointment of Metro West as the City Building Inspector as appointed by the city council in January of 2011.

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

**Rockford's 2010 Volunteer of the Year**

The city council reviewed the 13 submittals for the Volunteer of the Year of 2010. The nominee's were Kelly Finger, Denise Kesanen, RiverWorks Food Shelf Volunteers and Naomi Binsfeld. The number of nominations for Kelly Finger was so great that the city council did not cast secret ballots.

Motion was made by Martinson, seconded by Wenz to appoint Kelly Finger as Rockford Volunteer of 2010.

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

Staff will notify Kelly and order a plaque which will be presented at the April 26<sup>th</sup> council meeting.

**5512 Sunset Circle/Hazardous Excavation Site**

As authorized by the city council staff had a notice served on David Clark who is the owner of property at 5512 Sunset Circle and now resides in Buford, Georgia. Mr. Clark sent a letter to the city council stating that if the city hires his property to be filled at a cost of \$9,000 that this will create a hardship for him. Mr. Clark was reached via telephone at the meeting and addressed the city council. Mr. Clark stated that he

has an independent contractor willing to fill in the unsafe excavation, cap off the water and sewer at the foundation, seed and grade the fill at a 3 to 1 slope for a much lower fee. Administrator Carswell informed Mr. Clark that the contractor should contact city hall and apply for a land alteration permit and submit plans for the final grade prior to starting the work. The capped sanitary sewer and water lines shall be submitted to the city for our records after the work has been completed and inspected by the building official. The city council gave Mr. Clark a deadline to complete the work of filling the unsafe excavation at 5512 Sunset Circle of May 31, 2011. Mr. Clark agreed to that deadline and will ask the contractor to apply for the permit with the city prior to starting the work.

### **Administrator's Report**

The administrator's report included: second river crest was April 10<sup>th</sup> at 14.8', 2010 audit is complete, two council members unable to attend the meeting tonight, volunteer of the year, repair and equipment needed at city hall, goal setting meeting to be scheduled, SCSEP cut senior employee Jim Wylie's hours effective on April 18<sup>th</sup>, letter sent to Wright County regarding the forfeited property, and Capital Improvement software purchased to track capital expenditures.

Public Work's report included: staff has been busy with high water, on March 25<sup>th</sup> there was an issue with the storm water lift station on Main Street – the pump failed and needed repairs costing \$1,118.35, street sweeper was serviced and sweeping has begun, bio-solids have been sampled and are ready to be hauled to the new sight, and hydrant flushing to begin at 2 am on Tuesday, April 26<sup>th</sup> until completed.

Peterson also informed the city council that the public works crew filled a storm water boil on Haug Avenue with river rock which was creating a hazard so they closed this section of the road. The public works crew plans to repair this stretch of road which will cost approximately \$3,000 and will include installation of drain tile.

### **Engineer's Report**

The engineer's report included: flood forecast for second crest is down, Parkwood 3<sup>rd</sup> Addition, Downtown Master Plan, the need for a sewer lining project in the downtown and perhaps other areas of town with clay sewer, and the possibility of aligning a cast iron water main replacement project with the resurfacing of CSAH 20 (Main Street) which is planned for 2013 or 2014.

### **Adjournment**

MOTION was made by Beyer, seconded by Martinson to adjourn the meeting.

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

Mayor Beyer adjourned the meeting at 8:20 p.m.

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Michael Beyer, Mayor

ATTEST:

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Nancy Carswell, Administrator