

Mayor Beyer called the September 14, 2010 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 6031 Main Street, Rockford, MN.

The Pledge of Allegiance to the Flag was given.

ROLL CALL

Roll call was taken, the following council members were present: Beyer, Graner, Hafften, Martinson and Nichols. Absent: none. Also in attendance were: Attorney Couri, Administrator Carswell and Public Works Supervisor D. Peterson.

***CONSENT AGENDA/SET AGENDA**

Motion was made by Nichols, seconded by Graner to approve all items on the consent agenda.

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

***Approve Council Minutes/August 24, 2010**

Motion was made by Nichols, seconded by Graner to approve the minutes of the August 24, 2010 regular Council Meeting.

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

***Approve Payment of Claims**

Motion was made by Nichols, seconded by Graner to approve the payment of claims #18150 to #18213 in the amount of \$89,294.46.

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

***Approve Building Permits**

Motion was made by Nichols, seconded by Graner to approve the building permits #10-82A to #10-96.

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

***Resolution #10-45 Approve Investments**

Motion was made by Nichols, seconded by Graner to adopt Resolution #10-45 approving investments.

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

***Resolution #10-46 Approve Licenses for Cowboyz Bar & Grill**

Motion was made by Nichols, seconded by Graner to approve Resolution #10-46 to authorize licenses to Cowboyz Bar & Grill starting September 15, 2010 to June 30, 2011; contingent upon receiving the items listed on the resolution.

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

***Approve Pay Request #3 for Levee Project**

Motion was made by Nichols, seconded by Graner to approve paying Pay Request #3 to Northern Escrow, Inc. for the 2009 Levee Improvements.

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

***Urban Hennepin County FY 2010 Community Development Block Grant Program Contract**

Motion was made by Nichols, seconded by Graner to approve the Urban Hennepin County FY 2010 Community Development Block Grant Program Contract for the city's emergency housing program in the amount of \$25,000 and authorizes the Mayor and Administrator to sign the contract on behalf of the city.

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

Open Forum/Rockford Ambassador

Mayor Beyer called Open Forum and Jackie Voss the new Rockford Ambassador who was crowned at the River Days Festival in August of 2010 was present to introduce herself. Jackie stated she has already attended some local events and looks forward to serving as an ambassador for Rockford throughout the year.

Assess Development Costs for Wagner's /Parkwood

Wagner's are responsible for 33.83356% of the total Westerly Access Project Costs pursuant to the developer's agreement. The Wagner's escrow of \$10,000 to cover development related costs has been depleted and rather than the city bill the Wagner's they have requested that the city assess the development costs to their property. To date the Wagner's portion is \$31,449.73 and further costs will be incurred during the process of revising the preliminary plat and revised developers agreement. Staff was planning on assessing the costs incurred for a two year period at 4.25% interest, however, after speaking with Brian Wagner he requested that the city council review an option of deferring any assessment payments for five years or until he sells his property.

There was a discussion about the five year balloon payment and if the interest accrues over that term the city council may be willing to allow this. However, the city council stated that cash is short and expressed concerns about giving preferential treatment to this developer. The city council asked staff to bring back an amortization schedule showing payments of the assessment for a 3 and 5 year schedule at the 4.25 % interest rate. There will be more costs involved in the review and preparation of a revised developer's agreement for Parkwood but the costs will be shared with Lennar Homes.

Review Recycling Contract – Request for Proposals (RFP)

The city's curbside recycling service contract expires on September 30, 2010. Staff was directed by city council to get request for proposals (RFP). The proposed contract includes some changes from the existing contract and includes every other Wednesday, and the sorting of materials was left to the contractor as it is dependent on their equipment.

Currently the city contracts with Wright Recycling at a cost of \$2,997 per month if there are three collections and \$2,897 if there two collections. Two of the proposals received will save the city money.

The city received proposals from three companies and has reviewed each of the proposals. The terms of the contract will be three years as that is what the RFP stated. Staff recommended that the city council review the terms of the new contract which includes every other Wednesday, and a contract expiration date of December 31, 2013.

Representatives from Randy's Environmental and Wright Recycling were present. Jim Wollschlager from Randy's Environmental addressed the city council and stated that Randy's provides an incentive awards program for residents that recycle during the month. PJ Hanson form Wright Recycling addressed the city council and stated that he could collect recycling every other Wednesday starting on October 6, 2010.

The city council asked how many city employees each company has and Wright Recycling employees are all city employees. Randy's employs approximately 5 to 6 city employees out of about 132. The city council asked if the staff has received complaints regarding the curbside recycling service from Wright Recycling and Administrator Carswell stated that very few complaints have come thru city hall.

MOTION was made by Martinson, seconded by Hafften to approve the contract changes as recommend with every other Wednesday collection, contract dates October 1, 2010 expires December 31, 2013 and awards the contract to Wright Recycling in the amount of \$2,350 per month.

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

Wastewater/Water Operations

Council directed staff to research the waterwater plant operations. Since that time, the staff sent out a notice to the applicants for the general maintenance position stating the decision to hire was put on hold until council determined there is a need to hire an additional public works employee.

Liesch Associates was contacted by Dennis Peterson to do an audit of the wastewater operations and equipment. The first quote came in at \$5,500 which was too high, so a second quote of \$4,800 was received. Jim Bullert of Liesch Associates was asked to submit a recommendation about the experience and skills that an operator for the City of Rockford's plant would require which has not yet been submitted. Dennis Peterson stated that Jim Bullert has received lab results and was out at the treatment facility today to go over a game plan. The first thing that will be done is to sample the wastewater in three different areas of the city. The city will be doing two samples each week to see if there is any change in data.

The city council received a report from Liesch & Associates that was completed in 2002 and asked Dennis Peterson if the recommendations from that study had been completed. Dennis stated that the installation of a rope skimmer in the main lift station was never installed, nor were the scum baffles on decanters in sludge digester's and storage installed. Mayor Beyer stated that staff should inform Liesch & Associates what has been accomplished from the past study. Beyer also stated that he doesn't want the report to just include test results from our wastewater, but expects to have recommendations for the operations to prevent further violations of the city's permit. Engineer Statz stated that the staff visited an industrial business to check what type of wastewater they were discharging and sent paper surveys.

Staff prepared a draft of request for proposal (RFP) to contract for the wastewater operations. The city council discussed the option of contracting for an operator and decided that this would be premature until we receive Liesch's study of the operations and their recommendations. In the meantime staff suggested that a draft of the RFP's be prepared by a committee including one council member. Renee Hafften volunteered to be part of the wastewater operations committee. The committee was directed to meet to prepare a draft of the RFP that will be submitted to the city council at the same time the Liesch study is submitted for review.

Graner asked Dennis Peterson if the public works department needs to hire a temporary employee and Dennis responded that the staffing is alright for now.

Council asked Peterson if the additional farm land permits for applying solids have been obtained for next spring. Dennis noted that Mitch from Fergus Power Pump has been working on this and noted that the permitting process is lengthy.

Administrator's Report

Council reviewed the administrator's report including the following items: staff has been busy with council directives, the September 1st newsletter has been completed, the Green Thumb senior work program employee can not replace another employee or be the cause for an employee lay off, staff has received leads for industrial businesses seeking space, benefits for other Wright County cities, meet the candidates was well attended, ribbon cutting for the new restaurant "Dairy Licious" and an HRA meeting is scheduled prior to the next council meeting on September 28th at 6:00pm.

Engineer's Report

The engineer's report included updates on the following: Levee Improvement, Parkwood 3rd Addition, 2010 Street Improvements and wastewater/water operations.

Upcoming Events

There is a benefit that will be held at the Fire Station on October 5th for a past fire fighter to help pay medical bills - more information will be listed on the city website.

Kettenacker playground equipment will be installed on September 25, 2010.

The next Movie in the Park has been scheduled for September 24th at dusk in Riverside Park if rain the movie will be shown at the high school auditorium.

RiverWorks will be holding their 2nd annual fund raiser on September 25th at the Riverside Park and golf outing. A three course steak dinner will be served between 5:30 – 8:30 p.m.

Close Session to Evaluate Employee

Attorney Couri reviewed the state law in regards to holding a closed session. The law allows the city council to close a meeting to discuss potential employee disciplinary action or to evaluate any employee. The attorney noted that the law does state that the employee does have the right to have the issue discussed at an open meeting. The employee has been notified and chooses not to have the evaluation discussed at the open meeting.

Mayor Beyer closed the meeting at 9:37 p.m. to evaluate an employee.

Mayor Beyer reconvened the regular meeting at 10:50 p.m. Council member Hafften and Administrator Carswell were authorized to conduct staff interviews and submit a report to council.

Adjournment

MOTION was made by Graner, seconded by Hafften to adjourn the meeting.

Mayor Beyer adjourned the meeting at 10:50 p.m.

Michael Beyer, Mayor

Nancy Carswell, Administrator