**City of Rockford, Minnesota Council Interview Minutes**

**4:30 p.m., Tuesday, October 10, 2023**

The City Council held interviews with Council Candidates Nick Morter and Melissa Vogel. Mayor Renee Hafften, Wyatt Gutzke, Mike Werman, and Heather Michalik were in attendance.

Finance Director, Viktoriya Montic; Permitting, Billing and Finance Clerk, Amanda Daniels; City Engineer, Steve Hegland; City Administrator / Attorney, Dan Madsen; and City Administrator, Anna Carlson were also in attendance.

Members of the Council interviewed Candidate Morter at 4:30 and Candidate Vogel at 5:15, asking both candidates questions about their training and experience, and why they felt they would be a good addition to the City Council.

No formal action was taken, as this matter was set on for discussion and introduction purposes only.

**City of Rockford, Minnesota Council Meeting Minutes**

**6:00 p.m., Tuesday, October 10, 2023**

The City Council Meeting was called to order by Mayor Renee Hafften at approximately 6:00 p.m. Wyatt Gutzke, Mike Werman, and Heather Michalik were in attendance.

Council Candidate, Nick Morter; Council Candidate, Melissa Vogel; Finance Director, Viktoriya Montic; Permitting, Billing and Finance Clerk, Amanda Daniels; City Engineer, Steve Hegland; City Administrator / Attorney, Dan Madsen; and Anna Carlson were also in attendance.

A motion was made by Werman, and seconded by Gutzke, to approve the Consent Agenda Items 2A through 2HD as listed and set the Agenda for the Council Meeting:

2A. Approve Minutes from the September 26, 2023 Workshop and Regular Council Meeting

2B. Approve Payment of Claims, check number 35576 through 35608; check number 35568 through 35575, check number 503276e thorough 503285e, and check number 1922e through 1928e totaling $211,497.34

2C. Approve Hire of Public Works Part Time Employee, Doug Fadden

2D. Approve Resolution, Truth in Taxation Public Hearing, 6 p.m. December 12, 2023

Motion Carried: Voting in favor; Hafften, Werman, Michalik, and Gutzke.

Wright County Sheriff’s Report: Deputy Cassidy provided an update on police activity in Rockford over the past couple of weeks, noting that there have been challenges with speeding on Highway 55, and that Rocktoberfest was another great event without issue in 2023.

No formal action was taken, as this matter was set on for informational purposes only.

Wright County Public Health, Radon Awareness: This matter was set re-set for the October 24th, 2023 Council Meeting.

New Business: Council Vacancy Appointment, Filing Term Ending January, 2025

Administrator / Attorney Madsen explained that the Council held interviews earlier in the evening with Council Candidates Nick Morter and Melissa Vogel. Both candidates were well-suited to serve on the City Council, had relevant and beneficial experience and had long-standing ties to the community. After additional discussion and review, Motion was made by Gutzke to appoint Melissa Vogel, which was seconded by Michalik.

Motion Carried: Voting in favor; Hafften, Werman, Michalik, Gutzke.

New Business, 2023 Stormwater Improvement Project. Engineer Hegland discussed with the City Council the proposed Stormwater system project and requested repairs, highlighting the work related to the Gilbert Avenue Culvert Replacement Project and the Industrial Park Structure Repair. Hegland pretend quotes from Burschville Construction and Geislinger & Sons, Inc. for both projects. Burschville was the less expensive quote or each individual aspect of the project, and as such was the recommended contractor. After additional discussion and review, Motion was made by Michalik, and seconded by Gutzke, to approve the project.

Motion Carried: Voting in favor; Hafften, Werman, Michalik, Gutzke.

New Business, Approve Employment Extension, Dan Madsen. Administrator / Attorney Madsen explained that his formal employment based upon his letter of resignation ended October 7, 2023. New City Administrator, Anna Carlson, was scheduled to begin routine full-time employment with the City on October 25th, 2023. The City Council had previously asked Madsen to stay on through Friday, November 3rd to cover both Council Meetings in October, to allow some overlap with new Administrator Carlson, and to keep city matters covered until Carlson began. Madsen also asked if the Council would allow Madsen to use sick time, as opposed to vacation time, for any days or times he was unable to be in Rockford due to conflicts with his new position in Deephaven. After additional discussion and review, including the extended timeline in Rockford and available sick time and vacation time balances, Motion was made by Werman, and seconded by Gutzke, to approve the employment extension and usage of sick time as outlined.

Motion Carried: Voting in favor; Hafften, Werman, Michalik, Gutzke.

Members of Staff and the Council then discussed general updates regarding the City of Rockford, including Rocktoberfest VII and other happenings around the City. Motion was then made by Werman, and seconded by Gutzke to adjourn the meeting.

Motion Carried: Voting in favor: Hafften, Werman, Gutzke and Michalik, and the meeting was adjourned at approximately 6:40 p.m.

Typed this 17th day of October, 2023.

Dan Madsen

City Administrator / City Attorney

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). 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

Administrator / Attorney