

**City of Rockford, Minnesota Council Workshop Meeting Minutes
5:00 p.m., Tuesday, April 12, 2022**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Scott Seymour, Debbie Buoy, Denise Willenbring and Mike Werman were present.

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Helgand and Public Works Director, Renee Oelrich, Water / Wastewater Operator / Trevor Brummer were also in attendance.

Members of the Staff and the Council discussed and reviewed the Lumberyard Property, discussed the need for an additional hire in the Public Works department and briefly discussed the progress on the City's website copy development.

No formal action was taken, as these matters were set on for discussion purposes only. Discussions were concluded, and the meeting was adjourned at approximately 6 p.m.

City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, April 12, 2022

The City Council Meeting was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Scott Seymour, Debbie Buoy, Denise Willenbring and Mike Werman were present.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Helgand; Deputy Lueck of the Wright County Sheriff's Department; Renee Oelrich, Water / Wastewater Operator; Kari Theisen, Janna Haeg, and Joe Estile of the Hennepin County Assessor's Office; Heather Doty, Paula Byers, Jazmyn Weddig, Ella Robberstad, Payton Byers and Lillian Barningham of the Rockford Ambassadors, Kevin Sjodin, Scott Robberstad, Conrad Anderson, and Wally Peterson of the Wright County Assessors' Office were also in attendance.

Mayor Renee Hafften opened the Public Hearing for the Local Board of Adjustment and Appeals at 6:04 p.m. Attorney / Administrator Madsen played a video presentation by Hennepin County and introduced the Hennepin County Assessors. Assessor Estile presented information on the homes in Rockford, including that the current market caused market value of homes in Rockford to increase in double-digit percentages. Estile informed the Council that Hennepin County had one recommended reduction in Market Value. The property with PID 2911924140002 was initially valued at \$479,000, but due to a fireplace being wood and not gas, and given the general age of the home, it was recommended that the valuation be reduced to \$454,000. After a discussion and review, Mayor Hafften asked those in attendance if they had any comment or concern over their property's market value. Hearing no comments, Madsen reiterated that now was the time provided to ask questions or offer comments on the market value assigned to properties. With no one in attendance wishing to offer comment, Madsen invited the Wright County Assessors to provide their presentation.

Assessor Peterson explained, as did Hennepin County Assessor Estile, that the market conditions had increased the market value of homes in Rockford in the double-digit percentages. Many homes experienced increases in valuation at or above twenty-percent. Peterson informed the Council that Wright County had one recommended reduction in Market Value. The property with PID 113025003070 was initially valued at \$349,800, but based on the overstated size of the basement and the condition of the deck, it was recommended the value be reduced to \$334,400. Mayor Hafften asked those in attendance if they had any comment or concern over their property's market value. Hearing no comments, Madsen reiterated that now was the time provided to ask questions or offer comments on the market value assigned to properties. With no one in attendance wishing to offer comment, Motion was made by Willenbring, and seconded by Seymour, to close the Public Hearing.

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring, Werman, and the Public Hearing was closed at 6:35 p.m.

A motion was made by Willenbring, and seconded by Seymour, to approve the Consent Agenda Items 3A through 3G as listed and set the Agenda for the Council Meeting:

- 3A. Approve Minutes from the March 22, 2022, Workshop and Regular Council Meeting
- 3B. Approve Payment of Claims, Check Number: 33649 through 33758; Check Number 1576e through 15975e; and Check Number 502929E through 502949E totaling \$240,971.97
- 3C. Approve American Rescue Plan Grant Agreement
- 3D. RES/ Write-off Mall Rent, Uncollectable
- 3E. RES / Approve Rockford Trap Team Gun Raffle
- 3F. RES / Approve Fire Department Membership Update
- 3G. RES / Approve MnDot Master Agreement

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring, Werman.

Deputy Lueck, Wright County Sheriff

Deputy Lueck of the Wright County Sheriff's Department provided general updates that traffic stops have been down in the community, and asked Staff and the Council if we had any concerns to share. Members of the Council and Staff discussed general happenings around town and thanked Deputy Lueck for appearing at the meeting.

New Business: Rockford Ambassadors

Members of the Rockford Ambassadors provided the Council and Community updates on their appearances and projects over the past years. The Ambassadors shared their favorite parades and community events, and talked about what they liked most about being an Ambassador. Members of Staff and the Council thanked the Ambassadors for their service to the community. Motion was made by Hafften, and seconded by Willenbring to allow the Ambassadors to use the Gazebo in the park for their annual easter egg hunt free of charge.

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring, Werman.

New Business: Public Works Utility Maintenance Position

Administrator / Attorney Madsen discussed the need to replace Public Works employee Trevor Radtke. Staff held several meetings and paired down the position needed to fill the vacancy, which is proposed to be a position focused on the Water and Wastewater Utilities, but that would also assist with the Street and Parks department. Madsen discussed the posted range being the same as what was proposed earlier, a range of \$24 to 26.50 per hour. After a discussion and review of the job posting and proposed timeline, with applications being accepted through May 4th, 2022, Motion was made by Seymour, and seconded by Buoy, to approve the posting and position.

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring, Werman.

New Business: Local Board of Equalization and Appeals

Attorney / Administrator Madsen explained that the City of Rockford held the Public Hearing earlier in the evening regarding the Local Board of Appeal and Equalization. Wright and

Hennepin Counties had recommended reduction in the market value of one property in their jurisdiction. The property in Hennepin County with PID 2911924140002 was initially valued at \$479,000, but due to a fireplace being wood and not gas, and given the general age of the home, it was recommended that the valuation be reduced to \$454,000. The property in Wright County with PID 113025003070 was initially valued at \$349,800, but based on the overstated size of the basement and the condition of the deck, it was recommended the value be reduced to \$334,400.

Members of the Council and Staff discussed the recommendations as presented and talked about the overall increases in market value across the city and trends with sales in Rockford. After additional policy discussion and review, Motion was made by Willenbring, and seconded by Werman, to approve the recommended reductions in Market Value.

Motion Carried: Voting in favor; Hafften, Buoy, Seymour, Willenbring, Werman.

Members of Staff and the Council then presented updates including the 2022 Infrastructure Project, the Veteran's Memorial, City Cleanup Day on May 7, Hydrant Flushing on April 26, the Compost Site opening April 20th, and the Pancake Breakfast at the Fire Department on May 8th, as well as other happenings around the City.

Motion was then made by Seymour, and seconded by Willenbring, to adjourn the meeting.

Motion Carried: Motion Carried: Voting in favor; Hafften, Buoy, Willenbring, Seymour and Werman and the meeting was adjourned at approximately 7:12 p.m.

Typed this 21st day of April, 2022.

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. 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:

Renee Hafften
Mayor

Attest:

Dan Madsen
City Administrator, Special Counsel