

## **City of Rockford, Minnesota Council Workshop Minutes 5:00 p.m., Tuesday, June 13, 2023**

The City Council Workshop was called to Order by Mayor Renee Hafften at 5 p.m. Council members Denise Willenbring, Wyatt Gutzke, Mike Werman and Heather Michalik were in attendance.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; and Jason Styve of the Public Works Department were also in attendance.

Members of the Staff and Council discussed the County Road 33 and High Street RRFB Project and other generally related matters involving the city.

No formal action was taken, as these matters were set on for informational purposes only.

## **City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, June 13, 2023**

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

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Hegland; Ndaya Kisongo and Sophie Sazdoff of Wright County Public Health were also in attendance.

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

- 2A. Approve Minutes from the May 23<sup>rd</sup>, 2023 Workshop and Regular Council Meeting
- 2B. Approve Payment of Claims, check number 35207 through 35216; check number 503193e through 503208e and check number 1839e through 1838e totaling \$381,865.49
- 2C. Approve hire of seasonal employee, Breanna Sattler

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

### **Wright County Sheriff's Update**

Deputy Cassidy discussed the current state of the city, providing that vandalism and theft are on the rise. Members of the Staff and Council discussed the city curfew policy and reviewed how the Sheriff's Office handles juveniles that are out late at night, noting that they contact the parents to inform them of the juvenile's nocturnal activity. No formal action was taken, as this matter was set on for informational purposes only.

### **Wright County Health and Human Services SHIP Presentation**

Ndaya Kisongo and Sophie Sazdoff met with the Rockford City Council to provide information on what services their office provides to the community and to answer any questions that the Council may have. Staff and the Council discussed the various programs and projects that were underway and reviewed the radon presentation and presence at the park shelter during an

informational meeting in the early spring. Members of the Staff and Council thanked Kisongo and Sazdoff for their time and work for the betterment of Wright County. No formal action was taken, as this matter was set on for informational purposes only.

### **Seal Coating and Pavement Replacement Project**

Jason Styve of the Rockford Public Works Department presented the quotes and information he received for the city's annual seal coating and pavement replacement project. Styve shared that DMJ quoted \$26,896 for repairs to Raven Rock and Meadow Court, and New Look quoted \$57,975 for these repairs. Styve also shared that only Pearson Brothers provided a quote for seal coating in the amount of \$56,112.20. Although Staff contacted multiple other companies for quotes, only Pearson Brothers submitted a quote for the project. Based upon the information received, Styve recommended that the Council consider approval of the quotes by Pearson Brothers for seal coating in the amount of \$56,112.20 and DMJ Asphalt for road and curb repairs in the amount of \$26,896. Styve also noted that the City had budgeted \$120,000 for these projects for this year, and that these projects combined totaled \$76,241.20. After additional discussion and review, Motion was made by Hafften, and seconded by Gutzke, to approve the quotes as presented.

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

### **Joint Powers, Cost Sharing for County Road 33 Project**

Administrator / Attorney Madsen shared with the Council that Hennepin County sent a joint powers agreement for the Council's review that apportioned the electrical costs for four street lights and a rectangular rapid flashing beacon equally between the City of Rockford and the City of Greenfield. Madsen reviewed the provisions of the agreement, focusing on the requirement that Hennepin County maintain the infrastructure and noting that the sole responsibility of the City of Rockford would be to contribute half of the cost for the electric for this project which was estimated to be around \$20 per month, or \$240 per year. Madsen noted that Staff felt the responsibility for the expense here should be borne by Hennepin County, but also that policy likely favored collaborating with Greenfield and the School and contributing to this cost as opposed to continuing negotiations and potential conflict over a de minimus amount of money. After additional discussion and review, including the policy in joining the agreement versus opting out and the potential burden that could place on the overall project, Motion was made by Willenbring, and seconded by Gutzke, to approve the Agreement.

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

### **RRFB High Street and County Road 33 Project**

Administrator / Attorney Madsen and Engineer Hegland presented a history on the RRFB proposed project at this location, and members of the Staff and Council again reviewed the concerns regarding budgeting for the project versus potential impact if this project were delayed or perhaps were not pursued. Members of the Staff and Council agreed that Engineer Hegland would begin working to have the light pole removed from the right of way to allow for the ADA landings that would support the new crossing. Staff understood that they were to move forward with getting the light pole moved and then finalize plans for construction. Staff would then return to Council and gain approval to get quotes and potentially begin the project. If things move

forward according to a beneficial timeline, it was understood that the Council could approve this project for construction this fall. If, however, relocation of the pole or other matters outside the City's control pushed the timeline back into the fall / winter, this project could be planned and included in the 2024 budget with potential construction beginning in the Spring. After additional discussion and review, Motion was made to that effect by Michalik, and seconded by Werman.

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

Members of the Staff and Council then discussed other general updates related to the city including updates regarding the Rockford Area Historical Society doughnuts and coffee event, as well as other happenings around the City of Rockford.

Motion was then made by Werman, and seconded by Gutzke to adjourn the meeting.

Motion Carried: Voting in favor: Hafften, Willenbring, Werman, Gutzke and Michalik, and the meeting was adjourned at approximately 6:58 p.m.

Typed this 22<sup>nd</sup> day of June, 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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Amy McNellis  
Deputy Clerk