

Mayor Hafften called the **January 13, 2015** Regular Meeting of the Rockford City Council to order at 6:02 p.m. The meeting was held in the Council Chambers of City Hall at 6031 Main Street, Rockford, MN.

### **Roll Call**

Roll call was taken. The following Council Members were present: Hafften, Buoy, Hill, Kesanen, and Martinson. Absent: none. Also in attendance were: Engineer Ward, Administrator/Special Counsel Madsen, Public Works Supervisor Peterson, Lead Streets Quirk, and Deputy Clerk Etzel.

The Pledge of Allegiance to the Flag was given.

### **Oath of Office**

Council Members: Debbie Buoy and Ted Hill were sworn-in by Administrator Madsen.

### **Approve Consent Agenda/Set Agenda**

**MOTION** was made by Martinson, seconded by Buoy to approve all items on the consent agenda 3.A. to 3.L. set agenda items 4.A.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

### **\*Approve Regular Council Minutes/December 23, 2014**

**MOTION** was made by Martinson, seconded by Buoy to approve the minutes of the December 23, 2014 Regular Council Meeting.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

### **\*Approve Payment of Claims**

**MOTION** was made by Martinson, seconded by Buoy to approve the payment of claims #24182 to #24255 in the amount of \$208,771.29.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

### **\*Approve December 2014 Building Permits**

**MOTION** was made by Martinson, seconded by Buoy to approve the December Building Permits #14-147 to #14-155.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

### **\*Pay Request #4/Rockford City Center Mall Facade– KUE Contractors, Inc.**

**MOTION** was made by Martinson, seconded by Buoy to approve Pay Request #4 for the Rockford City Center Mall façade project to KUE Contractors, Inc. in the amount of \$55,178.00.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, GRANER, KESANEN, MARTINSON AND WENZ.

**\*Pay Request #7/Wastewater Treatment Facility Improvements – KHC Construction, Inc.**

**MOTION** was made by Martinson, seconded by Buoy to approve the Pay Request #7 for the Wastewater Treatment Facility Improvement project to KHC Construction, Inc. in the amount of \$39,228.00.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Pay Request #8/2014 Utility Improvement Project – LaTour Construction, Inc.**

**MOTION** was made by Martinson, seconded by Buoy to approve Pay Request #8 for the 2014 Utility Improvement project to LaTour Construction, Inc. in the amount of \$200,256.01.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Change Order #1/2014 Utility Improvement Project – LaTour Construction, Inc.**

**MOTION** was made by Martinson, seconded by Buoy to approve Change Order #1 for the 2014 Utility Improvement project to LaTour Construction, Inc. in the amount of \$8,553.55.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Resolution #15-01/Establish Date for 2015 Local Board of Appeal & Equalization**

**MOTION** was made by Martinson, seconded by Buoy to approve Resolution #15-01 that the 2015 Board of Review for the City of Rockford will be scheduled for April 14, 2015 at 6pm in the Council Chambers of City Hall.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Resolution #15-02/Approve 2015 Appointments**

**MOTION** was made by Martinson, seconded by Buoy to approve Resolution #15-02 approving the 2015 Appointments.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Resolution #15-03/Approve 2015 Fees**

**MOTION** was made by Martinson, seconded by Buoy to approve Resolution #15-03 approving the 2015 fees for city services that may not be included in Ordinance 212.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Resolution #15-04/Approve 2015 Uniform Policy**

**MOTION** was made by Martinson, seconded by Buoy to approve Resolution #15-04 adopting the public works uniform policy.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**\*Resolution #15-05/Rockford City Center Mall Rental Space – Rockford Lion’s**

**MOTION** was made by Martinson, seconded by Buoy to approve Resolution #15-05 approving the use of the Rockford City Center, Suite 700, free of rent or other charges on a temporary basis until such time the space is rented to a full-time tenant or another permanent space can be found; whichever occurs first in time. The Rockford lions will need to continue to look for a permanent meeting space, and the City will continue to work with the Rockford Lions to increase their visibility and viability in our community.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**Proposal to Replace 2006 Bobcat 2300 UTV**

John Quirk, Lead Streets, presented the Council with information to replace the Bobcat 2300 UTV. The Bobcat 2300 UTV was purchased in 2006 with a plow and bucket. Staff found the Bobcat 2300 UTV to be one of the most used pieces of equipment; not only is it used daily in the summer, but an important piece of equipment in the winter plowing the trails.

The replacement cost \$25,000 for the Bobcat 2300 UTV was included in the 2015 CIP Fund 401 Equipment Replacement.

Staff received two bids: Bobcat 3650 \$20,431.28 and Polaris Brutus \$20,600.00 – both bids include a plow and bucket.

Council asked if the replacement could be held off and staff noted the repairs in 2014 were about \$3,400 and currently needs tires. The repair costs and staff time last year were more than the trade-in value.

**MOTION** was made by Kesanen, seconded by Hill to authorize staff to purchase the 2015 Bobcat 3650 for \$20,431.28 from the CIP Fund 401 Equipment Replacement Fund.

MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.

**Administrator’s Report**

Administrator’s update included: ice skating warming house update, working on how to staff the warming house, looking at electronic packets for council, rescheduled the January 27<sup>th</sup> meeting to February 3<sup>rd</sup> at 6pm and a workshop at 5pm, and Annual Fire Department dinner on January 23<sup>rd</sup>.

**Engineer's Report**

The Engineer's report included the following: WWTF buildings update, 2014 Utility Project wrapping up in the spring of 2015, Minnesota Department of Health Wellhead Protection, 2014 Flood reimbursement – preliminary number is \$59,000.00

Council Member Martinson commented on the sinkhole on State Highway 55 west bound. Staff has contact Minnesota Department of Transportation, any repairs would be their responsibility.

Engineer Ward reminded Council he is usually in Rockford on Tuesdays.

**Council Reports**

*Martinson* – Lion's will help fund the February Food Shelf Month and the Lion's Greenback Dinner will be held April 18<sup>th</sup> at the Rockford Township Hall – contact a Lion member if you would like to buy a ticket.

*Kesanen* – February is Food Shelf Month – all funds received will be matched by the Masonic Lodge.

*Hill* – happy to be on the City Council.

*Buoy* – Fire Department is looking for members, especially for the day time hours.

*Hafften* – vacancy on Planning and Zoning Commission – complete an application.

**Open Forum**

Mayor Hafften called for open forum. No one from the public spoke.

**ADJOURNMENT**

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

**MOTION CARRIED-VOTING IN FAVOR: HAFFTEN, BUOY, HILL, KESANEN, AND MARTINSON.**

Mayor Hafften adjourned the meeting at 6:36 p.m.

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Renee Hafften, Mayor

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Audra Etzel, Deputy Clerk