

Mayor Hafften called the **February 24, 2015** Regular Meeting of the Rockford City Council to order at 6:00 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.

### **Public Hearing/Resolution #15-07/Proposal to Dissolve the Housing Redevelopment Authority (HRA)**

Mayor Hafften opened the public hearing at 6:02 p.m.

No one from the public spoke.

Mayor Hafften closed the public hearing at 6:03 p.m.

**MOTION** was made by Martinson, seconded by Buoy to approve Resolution #15-07 dissolving the Housing Development Authority (HRA) and transfers all capital and assets of the HRA to the Rockford Economic Development Authority (EDA).

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

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

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

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

### **\*Approve Council Workshop Minutes/February 10, 2015**

**MOTION** was made by Martinson, seconded by Kesanen to approve the minutes of the February 10, 2015 Council Workshop.

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

### **\*Approve Regular Council Minutes/February 10, 2014**

**MOTION** was made by Martinson, seconded by Kesanen to approve the minutes of the February 10, 2015 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 Kesanen to approve the payment of claims #24368 to #24418 in the amount of \$238,874.63.

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

**\*Amend Rockford City Center Mall Sign Policy**

**MOTION** was made by Martinson, seconded by Kesanen to amend the Rockford City Center Mall Sign Policy.

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

**\*Resolution #15-08/Update 2015 Appointments (Planning and Zoning Commissioner)**

**MOTION** was made by Martinson, seconded by Kesanen to approve Resolution #15-08 updating the 2015 Appointments.

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

**\*Resolution #15-09/Ordinance #15-01 Zoning Amendments**

**MOTION** was made by Martinson, seconded by Kesanen to approve Resolution #15-08 adopting Ordinance #15-01 Zoning Amendments.

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

**\*Resolution #15-10/Ordinance #15-02 Zoning Amendment/Buffer Easement**

**MOTION** was made by Martinson, seconded by Kesanen to approve Resolution #15-08 adopting Ordinance #15-01 Zoning Amendment/Buffer Easement.

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

**\*Resolution #15-11/Rockford City Center Mall Rental Space – Rockford River Days Committee**

**MOTION** was made by Martinson, seconded by Kesanen to approve Resolution #15-11 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 for the Rockford River Days Committee.

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

**Thousand Hearts Service Day Presentation/Annette Tryon & Pastor Keith**

Annette Tryon, Keith Robinson, and Lou Ann Eberspacher were present to discuss the plans being made for third annual Thousand Hearts Serve Day on May 17, 2015. The goal is to get 1000 volunteers to complete projects that involve: hunger, health and habitation. A photo side show was presented showing all the great projects and volunteers from 2014.

This year Annette and Lou Ann will co-chair the Thousand Hearts Service Day. This is an opportunity to give back to the community. They would like to challenge individuals and teams/groups to participate.

New this year: employment services/job fair (would like to use a space at the Rockford City Center Mall), Maple Hill Estates in Corcoran – meal and activities, Day for Girl kits – supplies for girls that miss school due to not having feminine hygiene supplies, and promoting more blood donors.

They are requesting the city block off Bridge Street for the Health Fair. The Health Fair will be the center of all the events going on around town.

When asked what the City would like to have completed: more fire hydrants and Riverside Park – maybe paint the new warming house.

They have tee shirts for sale: \$8 for volunteers and \$10 for non-volunteers. If anyone wants more information contact Annette Tryon at: [batryon@hotmail.com](mailto:batryon@hotmail.com) or visit their website: <http://thousandhearts.weebly.com>. They would like their project list completed by March 7<sup>th</sup>. If interested, please sign-up.

They would like to see people giving back to the community year round.

Council Member Kesanen stated there would be a job fair at RiverWorks on February 25, 2015 for those fifty-five and older.

**Open Forum**

Mayor Hafften called for open forum.

Bonnie Pool of 7270 Indian Trail, Rockford is the President of the Rockford Seniors. The Rockford Seniors lost their meeting space when the Lion's Building in Riverside Park was demolished. She is requesting the City consider allowing the Rockford Area Seniors to use the rental space in the Rockford City Center Mall at no charge for their meetings. Their small group of 20 to 40 people meets once a month on the second Monday of the month from 11 am to about 3pm. They would use the space six to eight times a year.

Staff will prepare a resolution for Council to consider the Rockford Seniors using the rental space at the Rockford City Center at their March 10, 2015 meeting.

**2014 Volunteer of the Year**

The City is accepting nominations for the 2014 Volunteer of the Year. The award can be presented to a deserving individual or a group. Nomination forms are available at City Hall, on the website, the library and the upcoming community expo and should be submitted to City Hall no later than Wednesday, March 18, 2015.

**Advertise for Parks Seasonal Summer Position**

Public Works Supervisor Peterson stated the past seasonal parks employee is not asking to return this summer. Therefore is requesting the Council authorize staff to advertise the position until filled. Staff would like the seasonal parks employee to start in May or June. This position is paid hourly with no benefits. The City budgeted \$7,000 for this position.

**MOTION** was made by Martinson, seconded by Buoy to authorize staff to advertise for the parks seasonal summer position.

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

**Resolution #15-12/Ordering Removal or Repair of Hazardous Conditions-8330 Cedar St**

On February 21<sup>st</sup>, 2015, the Rockford Fire Department responded to the 8330 Cedar Street pursuant to a reported Carbon Monoxide (CO) alarm. Wright County Deputies also responded to the call and cancelled the Rockford Fire Department call stating the alarm was triggered by old batteries in the CO detectors. Later that evening the alarm sounded again, but the resident contacted the Landlord of the property instead of contacting 911 and dispatching the Rockford Sheriff's Office or Rockford Fire Department.

On February 22<sup>nd</sup>, 2015, the Rockford Fire Department again responded to this address pursuant to a reported CO alarm and a report of one person on scene who felt ill. The Chief of the Rockford Fire Department, Ben Sanderson, investigated the premises and noted the strong odor of what he believed to be gas in the air. Chief Sanderson spoke with the individual who reported they felt ill, and the person was cared for by the Allina Ambulance service.

Based upon his review and testing, CO was detected in the air at a level of 10 to 16 ppm's. The Minnesota Department of Health provides that 0 to 1 ppm is "normal," and the American Society of Heating and Air Conditioning Engineers has recognized levels over 9 ppm's for a period of 8 or more hours is unsafe and hazardous to people; especially children and people with other health issues or challenges.

Based upon the CO present, Chief Sanderson declared the building to be hazardous and unfit for habitation. This declaration was made pursuant to Minn. Stat. 463.15; pursuant to provisions of the International Fire Code which was formally adopted by the City of Rockford pursuant to Ordinance 902.01; Ordinance 612, Subdivisions 4 and 6, and Ordinance 901.02, Subdivision 12. The CO levels must be brought into the parameters considered to be safe before tenants will be allowed to move back into this property. The property has been posted with Notice of Hazardous

Conditions and a Notice of Unlawful Occupancy. These posted notices will be removed upon successful inspection of the property.

During the response and investigation of the CO alarms, Chief Sanderson observed numerous other violations of City Code that present health, safety and welfare hazards to the tenants at this property. While not as imminent a threat as the levels of CO detected, these defects constitute a very serious safety concern and are significant violations of the International Fire Code, Minnesota Statute and Rockford City Code. These violations are therefore also required to be corrected within thirty days of Landlord's receipt of the Order considered for passage by the Council this evening.

**MOTION** was made by Martinson, seconded by Kesanen to approve Resolution #15-12 to order corrections at 8830 Cedar Street, Rockford, MN as listed in the resolution.

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

### **Administrator's Report**

The park shelter for Riverside Park were sent out for estimates and came in much higher than originally estimated. Staff is looking at ways to cut cost – drop wings, less bathrooms, etc. Possibly the project can be phased to allow for funding.

The proposed building will still fit the original space of the former Lion's Building location.

The Park and Recreation Committee will review on March 2<sup>nd</sup> and provide feedback for Council. Staffs goals is to have a presentation at the next City Council meeting.

The Community Expo is Saturday, March 7<sup>th</sup>. Council Members Martinson and Buoy have offered to man the booth. Staff will prepare materials.

### **Public Works Update**

Public Works Supervisor Peterson stated staff is moving forward with trying to get reimbursement for the contaminated soil removed from the Public Works site. Pete Daniels of Wenck is working on the process and will need three bids. The cost to clean up was \$25,000, to apply for the funding it will cost \$7,000 to do the LSI report and if accepted the estimated reimbursement would be \$15,000-\$20,000. Administrator Madsen will work with Engineer Ward when the paperwork is received.

### **Engineer's Report**

Administrator Madsen noted the assessment notice for the lateral project has been sent. The costs were less than the estimates. Homeowners will have a choice to pay-off the assessment with no interest or choose: five, seven or ten years, if no choice is made the assessment will default to ten years; plus interest (5% annually).

### **Council Reports**

Martinson – Lion’s Greenback Dinner will be held April 18<sup>th</sup> at the Rockford Township Hall, the theme is “Life’s a Beach” and the tickets are \$75 per couple. Contact a Lion member if you would like to buy a ticket.

Kesanen – February is Food Shelf Month had a few days left – all funds received will be matched by the Masonic Lodge. Donations can be made at Bankwest or on-line. Also there is a fashion show at the Thrift Store to raise funds benefiting RiverWorks Food Shelf. The event is Saturday, February 28<sup>th</sup> starting at 1pm, tickets are \$10 at the door.

Hill – nothing to report

Buoy – Rockford Fire Department Auxiliary is hosting a Family Fun Night and Spaghetti Dinner on Saturday, February 28<sup>th</sup> from 4:30pm to 8:30 pm at the Fire Station. The cost is \$8 for adults, \$5 for kids, and 5 and under are free.

Hafften – R-G Community Expo is Saturday, March 7<sup>th</sup> at the Rockford Community Center from 9am-1pm

**Open Forum**

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

**ADJOURNMENT**

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

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

Mayor Hafften adjourned the meeting at 7:20 p.m.

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Renee Hafften, Mayor

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Audra Etzel, Deputy Clerk