

Mayor Hafften called the February 26, 2013 Regular Meeting of the Rockford City Council to order at 7:02 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, Graner, Kesanen, Martinson and Wenz. Absent: none. Also in attendance were: Administrator Carswell and Public Works Supervisor D. Peterson.

The Pledge of Allegiance to the Flag was given.

**\*Approve Consent Agenda/Set Agenda**

Motion was made by Martinson seconded by Graner to approve all the items listed on the consent agenda.

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

**\*Approve Regular Council Minutes/February 12, 2013**

Motion was made by Martinson seconded by Graner to approve the minutes of the February 12, 2013, Regular Council Meeting.

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

**\*Approve Workshop Minutes/ January 30, 2012**

Motion was made by Martinson seconded by Graner to approve the minutes of the January 30, 2013, Council Workshop Meeting.

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

**\*Approve Payment of Claims**

Motion was made by Martinson seconded by Graner to approve the payment of claims #21587 to #21631 in the amount of \$56,730.96.

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

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

Annette Tryon and Keith Robinson were present to discuss the plans being made for 1,000 Hearts Serve Day on May 5, 2013. The goal is to get 1000 volunteers to complete projects that involve: hunger, health and habitation. We are seeking sponsors to finance projects and asking our volunteers to come up with projects that serve the area. The area served will be from Delano to Rogers along the Crow River.

The day will start out at the fire station for breakfast. Serve, gather and improve and make a difference. Gather 1000 people on the same day to serve: community gardens, kids against hunger food packing for Haiti 25,000 to 50,000 at YWAM, health needs; chiropractic, dental, massage and haircuts, pregnancy testing van coming out for sonograms and maybe eye screening.

Habitation- painting projects, beautification, cleanup, building repair, senior citizen care raking, athletic fields. Single moms we will be offered free oil changes for their vehicles.

So far the sponsors include: MN Twins, Timberwolves, bankWest, Our Fathers, Riverwood Covenant Church, Caribou Coffee, Rockford Ministerial Assn., Stork House, Hair Gallery, Food Coop, RAAA, etc.

Task force is working on the following items: presentations, fund raising/budget, and project lead, marketing, video, food/hospitality and legal waivers. Connection –worthy projects. You can do team projects and need to raise money for some of the projects. Meetings are held at Riverwood church on Mondays Mar 11, 25, April 1, 8, 15, 22 and 29<sup>th</sup>.

Projects planned – beautify Hwy 55 in Greenfield MNDOT landscape, family portraits, pet cuts, kids against hunger, landscaping at Riverwood Covenant, Greninger family house project, health service clinic, want more specific projects maybe seniors have a list of house projects that needs to be completed. Rockford ABC Lettering building needs repair, girl scouts want to cover the windows on the newsleader building with art work from the inside, plant trees, donate food, toys, help elderly, pick up trash by the highway, beautify ugly buildings, clean up parks, creates kids for kids, pet sitting or a car wash. Housing needs repairs on the building across from the food shelf - maybe assist there, thrift store needs spring cleaning, sanding, painting.

Martinson said that the Rockford Lions will complete a project and can also finance a project or two. They need more specific tasks to be done.

Graner said maybe the fire hydrants in the city could be painted by volunteers, paint has been donated by Lamperts. Graner will be the screening committee.

Hafften suggested they contact Menards as they have a program for nonprofits that they will provide products for that project.

When asked where to donate to the projects, it is yet to be determined.

The group will be presenting this information at the following cities: Delano, Loretto, Greenfield, Hamel and Rogers.

### **2012 Volunteer of the Year**

The second week in April is Volunteer Appreciation Week, and in preparation of that we are seeking nominations from residents for the “Volunteer of 2012” and listing the reasons why they should be selected. The nominations will be due on March 26 and the city council will present the award to the volunteer on April 9, 2013 at the regular council meeting.

### **Request for Proposals/Engineer**

Staff has been contacted by certain council members about the reviewing of other engineering firms. Stantec/Bonestroo has been the city engineer for many years and it is not unusual to go out for proposals every five years. Staff has prepared a draft of the RFP’s for engineering services. If the council agrees with this process a deadline should be set and it should be made clear whether this will be sent out to only a certain number of engineer firms. A committee to review the proposals will include 2 council the administrator and public works supervisor.

Dennis is interested in sending this information out to seven different engineer companies. Martinson expressed concerns about Stantec in the last Highway 55 utility project of 2012. Council asked about the wastewater treatment facility plan and if the city would have to pay for that again. Dennis stated that we own the plans and they can be changed as they were just the preliminary reports and not the plans and specifications. It was noted that Stantec can still submit a proposal. Mayor Hafften stated that she wants the

proposals to include how accurate their estimates are compared to the actual cost of the projects. D. Peterson suggests that the proposals include not only what cities do you work for but what cities have you worked for.

Motion was made by Todd Wenz, seconded by Graner to authorize staff to send out request for proposals for engineering services to five engineering firms, and Graner and Martinson will serve on the review committee along with the administrator and public works supervisor.

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

### **LED Lighting**

Dennis Peterson submitted a report regarding the costs to switch from the existing lighting system to LED lights. It was noted that the parks, streets and fire department have included costs for this lighting in the 2013 budget. The project will include nine exterior lights at the fire station, six exterior lights at the public works facility and four lights in the south parking lot at Riverside Park at the price not to exceed \$7,700. Two quotes were received for the project and the lowest bid was from RC Electric. Staff is sure that the city will receive rebates from Excel Energy once we have made the change since there is a savings in electric with the LED lights.

Motion was made by Graner, seconded by Wenz to approve the contract with R.C. Electric to install the LED lights at a cost not to exceed \$7,700 as follows: nine exterior lights at the fire station (fire budget), six exterior lights at the public works facility (street budget) and four lights in the south parking lot at Riverside park (park budget).

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

### **Administrator's Report**

Carswell presented the administrators report including: IRS audit, CPMI construction status of event center, VOIP phone system, housing committee, industrial lead, employee traffic accidents, city newsletter, community expo March 16<sup>th</sup> Rick and Todd, March 13<sup>th</sup> staff will be trained on AED operations, and first aid any council member interested it will be from 9 a.m. until 11 a.m. Administrator will be out of the office from March 2 – 7<sup>th</sup>.

Housing was discussed in length, safety is the biggest issue, Graner stated Kesanen will be the volunteer.

Carswell asked for approval from the council to apply for a Valspar grant for one of the projects as part of the 1,000 Hearts to Serve. Carswell also noted that the owner of 8240 and 8300 Bridge Street downtown is interested in selling.

### **Council Reports**

Martinson – blue ball tournament was cancelled this year –sign up was too low. Maybe work with the Rockford Mason's to help finance the Veterans memorial looking at a 5 year time.

Graner – Cleanup day May 4<sup>th</sup> – FD pancake breakfast

Kesanen – Denise reported that there is one more day to raise the match for the Riverworks Food Shelf- which includes a match for every dollar from the Mason's and noted they raised about \$18,000

Wenz – Stork House is having a world war lecture on Saturday 10 a.m. till noon March 9<sup>th</sup> Lions Bldg.  
Hafften nothing

### **Open Forum**

There was no one present for open forum.

**ADJOURNMENT**

Motion was made by Graner, seconded by Martinson to adjourn the meeting.

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

Mayor Hafften adjourned the meeting at 8:25 p.m.

---

Renee Hafften, Mayor

---

Nancy Carswell, Administrator