

Mayor Hafften called the **June 25, 2013** Regular Meeting of the Rockford City Council to order at 7:00 p.m. in the Council Chambers of City Hall, 6031 Main Street, Rockford, MN.

**Roll Call**

Roll call was taken. The following members were present: Hafften, Graner, Kesanen, Martinson and Wenz. Also in attendance were: Administrator Carswell, Engineer Jared Ward and Public Works Supervisor D. Peterson.

The Pledge of Allegiance to the Flag was given.

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

Send the fire bill to the property owners at River Run.

Motion was made by Martinson, seconded by Wenz to set the agenda and approve all the items listed on the consent agenda.

MOTION CARRIED - Voting in favor: Hafften, Graner, Kesanen, Martinson and Wenz.

**\*Approve June 11, 2013 Regular Council Meeting Minutes**

Motion was made by Martinson, seconded by Wenz to approve the minutes from the June 11, 2013 regular council meeting.

MOTION CARRIED - Voting in favor: Hafften, Graner, Kesanen, Martinson and Wenz.

**\*Approve Payment of Claims**

Motion was made by Martinson, seconded by Wenz to approve the payment of claims #22001 to #22048 in the amount of \$74,094.27.

MOTION CARRIED - Voting in favor: Hafften, Graner, Kesanen, Martinson and Wenz.

**\*Resolution 13-27/Ratifying Agreement Hurst Woods**

Motion was made by Martinson, seconded by Wenz to adopt Resolution #13-27 approving the agreement between Shelard & Carlton and the City of Rockford in regards to settlement agreement dated February 12, 2013.

MOTION CARRIED - Voting in favor: Hafften, Graner, Kesanen, Martinson and Wenz.

**\*Waive Fire Billing for Incident #218**

Motion was made by Martinson, seconded by Wenz to waive the fire billing for incident #218 from 2012 due to unusual circumstances that this was a bonfire created on undeveloped property adjacent to this homeowner's property and staff will bill the correct owner of the property, River Run developer.

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

**Utility Drive at Maple Drive**

Erin Soukup of 6531 Maple Drive explained to the city council that she owns the property adjacent to the public works driveway off of Maple Drive known as "Utility Drive". Mrs. Soukup explained that she has small children and other small children play on her property and the amount of traffic using this driveway access to the public works down to Main Street has increased. She is requesting that the city council close this driveway to provide a safer neighborhood. Mrs. Soukup stated that the driveway used to be locked but now it has been left open and speeding traffic from around the area use this as a shortcut to Main Street.

Denise Kesanen also lives in this area stated she notices that people are using this driveway as a shortcut to Main Street and she agrees that this is a safety issue.

Graner stated that this driveway was opened due to the fire fighters that lived in this neighborhood because it is a shorter path to the fire station.

Public Works Supervisor, Dennis Peterson suggested that Mrs. Soukup install a fence around her yard. Mrs. Soukup stated that she cannot afford to install a fence and Peterson noted that the public works has some old fencing that she could purchase for a very reasonable fee.

This driveway known as "Utility Drive" is intended for fire department and public works use. Public Works staff has spoken to the resident and discussed the problem. Staff is going to move the Private Drive sign closer to Maple Drive and add flags to grab their attention.

Speed bumps were recommended but Peterson said they were a hazard when snow plowing and noted that the existing gate needs to be repaired.

Peterson suggested an electric gate be installed, or a new sign stating driveway only for public works or fire department

Motion was made by Martinson seconded by Kesanen to authorize the city sell the fencing to Mrs. Soukup that we have in stock to Mrs. Soukup for \$1.00 and to research other options for this roadway.

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

**Walnut Street Repairs**

John Quirk reviewed his report with council and noted that Walnut Street near Electric Drive is failing, from what appears to be water saturating the sub grade of the road. The result is excessive cracking in the bituminous and chunks of bituminous popping out of the road, resulting in large potholing. Also, a portion of the concrete curb and gutter has heaved during the freeze thaw cycles and is now backing water up in the curb line. The current Street Capital Improvement Plan calls for Walnut Street to have the water main replaced under the street and full bituminous removal and replacement in six years or 2019. With the requirement to excavate within the street in the future, it is staffs goal to extend the pavement life to 2019 without completing significant and costly repairs that will need to be reconstructed in the future.

Staff has provided council with a plan to repair and hold the street over until 2019 or to replace the existing water main underlying the street and remove and replace the street section as outlined in the CIP, within the extents of the street currently failing.

The estimated cost for installing the drain tile and replacing this section of street was submitted, however, John Quirk will get two quotes for the project and submit them to council.

### **Rockford River Days**

Staff wanted Council to be aware of the in-kind services provided to Rockford River Days Festival held annually in Riverside Park. Public Works and staff provide the following: street sweeping, preparation of the horseshoe pits, preparation of the restrooms at Lion's Park, installation of barricades to ensure no parking in the immediate area of the park, marking of the parade route with signs and removing signs after the parade, mounting city flags and River Days banners, 6 cones for parking lot at riverside park, coordinate the fireworks display for Saturday night, no parking signs on the north side of Plum Street, 60 cones at the mall before the parade, prepares volleyball courts for the tournaments, copies posters for businesses, sprays for mosquitos, etc.

Hafften noted that they can always use more volunteers and are in need of donations as the cost of insurance increased drastically this year. Asked people to go online and send checks to the River Days to PO Box 248, Rockford, MN 55373.

Martinson will donate \$150 of his council wages for River Days.

### **Lions Building Closing**

Hafften expressed concerns about the staff discontinuing leasing the Lions Building in the year 2014. Hafften feels that the city should continue to lease the building until we have another option at the Riverside Park. Martinson stated that we have to wait to see what we are going to do.

Graner stated that the inspection of the building showed that the building was in a dilapidated state and the report recommended that in one year the building should be closed. Graner noted that if the building is unsafe it should not be used. Hafften noted that the inspection was completed April 4, 2013 and allowing the building to be used for a few more months until the end of June should be alright.

Motion was made by Graner, seconded by Martinson to set June 22, 2014 as the last day that the city will lease the Lions Building to the public.

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

### **Administrator's Report**

Carswell presented the administrators report including: new city hall staff member Jennifer Swendsen, fire inspections, Lund's site clean-up/8090 County Road 50, local roofing contractor,

picnic shelter designs, 5900 Main Street, Crow River Food Co-op newsletter, Joanne Foust contacting commercial businesses, and review of new animal ordinance #13-03.

**Engineer**

Working on the wastewater treatment facility plan and will have comments on the plan and address the PCA comments at the next council meeting July 9<sup>th</sup>.

**Council Reports**

Hafften – welcomed the new city hall employee Jennifer Swendsen.

Graner – wishes Finance Clerk Mary Huettl a happy retirement!

Kesanen – noted that July 27<sup>th</sup> the second Dee Stevens butterfly release, for more information go to [www.riverworks.org](http://www.riverworks.org) people can purchase a butterfly for \$25 and all of the proceeds go to RiverWorks.

**Open Forum**

Mayor Hafften called for open forum, no one was present for open forum.

**ADJOURNMENT**

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

MOTION CARRIED - Voting in favor: Hafften, Graner, Kesanen, Martinson and Wenz.

Mayor Hafften adjourned the meeting at 8:12 p.m.

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Renee Hafften, Mayor

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Nancy Carswell, Administrator