

Mayor Hafften called the **August 27, 2013** Regular Meeting of the Rockford City Council to order at 7:03 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, Martinson and Wenz. Absent: Graner and Kesanen. Also in attendance were: Wenck Engineer Ward and Peter Daniels, Jim Miller of Foth, Public Works Supervisor Peterson and Administrator Carswell.

The Pledge of Allegiance to the Flag was given.

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

**MOTION** was made by Martinson, seconded by Wenz to approve all the items listed on the consent agenda.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Approve Regular Council Minutes/August 13, 2013**

**MOTION** was made by Martinson, seconded by Wenz to approve the minutes of the August 13, 2013 Regular Council Meeting.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Approve Budget Workshop Minutes/August 20, 2013**

**MOTION** was made by Martinson, seconded by Wenz to approve the minutes of the August 20, 2013 Budget Workshop.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Approve Payment of Claims**

**MOTION** was made by Martinson, seconded by Wenz to approve the payment of claims #22254 to #22305 in the amount of \$61,861.01.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Approve City Hall Roof Bid**

**MOTION** was made by Martinson, seconded by Wenz to approve the bid from B&B Sheet Metal & Roofing, Inc. for the amount of \$19,851.00 for the City Hall Roof project and authorizes staff to sign the contract.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Resolution #13-32/No Parking Bridge Street**

**MOTION** was made by Martinson, seconded by Wenz to adopt resolution #13-32 approving no parking along the south side of Bridge Street from east of Maple Street for about 250' to be posted no parking.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Resolution #13-33/Approve Investments**

MOTION was made by Martinson, seconded by Wenz to adopt resolution #13-33 approving investments.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**\*Approve Contract for Elm Street (CSAH 33) and Ash Street Sewer Improvements**

MOTION was made by Martinson, seconded by Wenz to approve the bid from Burschville Construction, Inc. for the Elm Street (CSAH 33) and Ash Street Sewer Improvements at a price not to exceed \$63,977.00 and authorizes staff to sign the contract.

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

**\*Resolution #13-34/Certify Delinquent Garbage Collection to Tax Roll**

MOTION was made by Martinson, seconded by Wenz to adopt resolution #13-34 certifying the delinquent garbage collections to the tax roll to be certified against the 2013, payable 2014, assessment tax roll.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**GRRL/Rockford Library Presentation – Theresa Jacobs**

Theresa Jacobs was present to provide an update on the services that the Great River Regional Library provides at the City of Rockford branch. Ms. Jacobs thanked the city staff, Friends of the Library and other volunteers that work about 15 hours per week. The report included an update on the programs the library has provided free to the residents and noted that these programs are funded through a Legacy grant which was a total of \$3,500 in 2013 and will be reduced to \$2,500 in 2014. Ms. Jacobs asked the public if they have a talent they want to share as a program to contact her. The children’s book reading program over the summer was a great success. The circulation or book check out has increased from the past year even though there are many people using E Books which are also available at the library. There is a teen “Zombie” program planned for October.

The City of Rockford provides the building for the library and a small budget each year for additional items needed at the library. The staff and materials are all funded by the GRRL and Wright County supports the library also.

**Waste Water Treatment Plant – Wenck’s Report**

Jared Ward and Peter Daniels from Wenck and Associates along with Jim Miller from Foth Engineers presented their report after reviewing the wastewater treatment facility plan that was drafted by Stantec. The review also included input from Mr. Tim Lavanger a wastewater chemical specialist from Rockford. After reviewing all options to provide: phosphorus reduction, updates to the plant, UV disinfectant and a bio-solids management a recommendation and plan was presented.

The new permit requires that the amount of phosphorus going into the Crow River from our wastewater shall be reduced. There were two options reviewed for phosphorus reduction which included: Biological P

which has a higher capital cost but a lower operating cost, includes a larger footprint and more complex construction and also provides total nitrogen removal. Chemical P: has a lower capital cost but higher operating costs, more solids and chemicals, handling of more chemicals and does not provide total nitrogen removal.

- Chemical capital costs           \$500,000           Operating costs \$114,400 per year
- Biological capital costs       \$1,530,000       Operating costs \$194,600 per year

The pay back for the biological phosphorus removal was found to be not cost effective.

The options for bio-solids were reviewed with estimated costs for the following: hauling to the City of Buffalo, Big Lake, Ellsworth, WI and/or land apply on Rockford Township farm land. The city manages about 800,000 gallons of bio-solids per year.

Other improvements in the plan are estimated at a cost of \$628,000.

The engineers and staff are recommending that the city use the chemical option for an estimated total project cost of \$1,340,000.

There was some discussion about how much the Public Facilities Authority grant would fund and it was noted that they would fund 50% the phosphorus removal portion of the project and engineers costs.

The city council agreed with the chemical phosphorus removal option after a brief discussion about the pay back on the biological option.

The engineers are requesting council approval to approve the WWTF plan as submitted, authorize the preparation of plans and specifications for the project and authorize the engineers to advertise for bids.

**RESOLUTION #13-35 Approve wastewater treatment facility plan, prepare plans and specs and advertise for bids.**

**MOTION** was made by Martinson, seconded by Wenz to adopt Resolution 13-35 Approve wastewater treatment facility plan, prepare plans and specs and advertise for bids.

MOTION CARRIED-voting in favor: Hafften, Martinson and Wenz

**Administrator's Report**

Carswell presented the administrators report including: employee benefits, Crow River Food Co-op financial pro-forma, update on library roof project, fire station floor painting, city hall roof bids, Engineer update, update on storm water projects, Street CIP fund report, Hurst Woods channel report, and employee sick leave liability balance and vacation liability year to date.

**Council Reports**

Martinson– Rockford Lions are hosting their annual golf tournament on September 7<sup>th</sup> and they still have room for teams.

Wenz – had nothing to report

Hafften – had nothing to report

**ADJOURNMENT**

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

MOTION CARRIED-voting in favor: Hafften, 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