

Acting Mayor Graner called the regular council meeting 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 and the following members were present: Graner, Hafften, Martinson and Wenz. Absent: Beyer. Also in attendance were: Attorney Couri, Administrator Carswell, Engineer Mark Statz, Assistant Fire Chief Hopkins, and Public Works Supervisor D. Peterson.

Consent Agenda/Set Agenda

Motion was made by Hafften, seconded by Wenz to approve all items on the consent agenda except item 2-C truck replacement.

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

***Approve Minutes/ September 13, 2011**

Motion was made by Hafften, seconded by Wenz to approve the minutes of the September 13, 2011 regular council meeting.

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

***Approve Payment of Claims**

Motion was made by Hafften, seconded by Wenz to approve the payment of claims #019583-#019623 in the amount of \$146,628.16.

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

*** Approve Final Payment No 4/2010 Street Improvement/Omann Brothers**

Motion was made by Hafften, seconded by Wenz to approve Payment No 4/final payment to Omann Brothers Inc. in the amount of \$11,623.74 for the 2010 Street Improvements Project.

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

***Employee Wage Increase**

Motion was made by Hafften, seconded by Wenz to approve a wage increase per the evaluation recommendation of 3% for Dennis Peterson retroactive to the first pay period in September 2011

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

Replace 1999 Ford Truck/2012 GMC

Council member Martinson recommends that the city keep the old 1999 Truck for local use as long as it doesn't cost us much for maintenance. Martinson doesn't believe the city will get much for the 1999 truck if we try a sell the vehicle, the council agreed.

MOTION was made by Martinson seconded by Hafften to approve the purchase of a 2012 GMC truck from Nelson Auto Center (state bid) at a cost not to exceed \$24,196.05, plus tax and license to be financed through the Equipment CIP Fund 411.

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

Open Forum

Acting Mayor Graner called open forum. No one was present to speak.

Designation of Funds 313 and General Fund Reserve 101

In complying with GASB 54 standards fund balances are classified restricted, committed, assigned and unassigned. The standard clarified the definitions of individual governmental fund types such as special revenue funds, debt service funds and capital project funds.

The city has adopted a Capital Improvement Plan recently, set priorities for certain projects.

Also the city has prepaid an improvement bond early that has a fund balance. Staff has made recommendations of the designating the use of these funds some have already been approved as part of the 2012 Preliminary General fund Budget.

2011-	City Hall electric and computer server	\$25,000
	Event Center Engineering/planning/admin	\$25,000
2012	Stork House – HVAC	\$22,000
	Sick Leave designation (old payout fund)	\$12,000
	General fund revenue (aid loss)	\$14,000
	HRA transfer	\$10,000
	Sewer Imp/Hwy 55	\$70,000
	2 nd Welcome Sign	\$15,000
2013	No projects planned estimated balance (Reserve for general fund to keep Taxes low)	\$54,887
2014	No projects planned estimated revenues (Reserve for general fund to keep Taxes low) last year assessments	\$41,738

The council approved designation of \$40,000 from the general fund reserves for an additional revenue source of the 2012 general fund budget.

MOTION was made by Hafften, seconded by Wenz to approve the designation of funds for 313 as presented by staff and to approve the transfer of \$40,000 from the general fund reserve for the 2012 general fund budget.

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

Approve Agreement with Rockford Area Athletic Association

At the last city council meeting the city council reviewed a presentation from the Rockford Area Athletic Association in regards to their proposal for development of a youth baseball field in the Parkwood park.

An agreement has been drafted by staff for the project and future use of the field. The city attorney has reviewed this agreement and made a few changes; RAAA also made some changes to the agreement and had a question about liability of the equipment. Staff noted that the city would insure the field improvements and insurance would cover any damage or replacement of equipment.

Additional changes have been made to include the city agrees to install water lines to run the irrigation system by May 31, 2012. The city will be responsible for maintenance of the entire field after two years, except the pitching mound, home plate, dragging infield during RAAA season. There was some discussion about the annual report submitted to the city by May 1 each year and that will be changed to April 1 of each year. Attorney Couri #12 B and C allows the city to designate the ball field for another use if needed after the first ten years.

Steve Yakesh from RAAA was present along with Chris Hudlow. Mr. Yakesh stated that RAAA agrees to the changes but just does not have the monetary means to repair items due to accidents, vandalism, etc. Attorney states the agreement has an annual report to be submitted on May 1 but RAAA gets the priority of the field starting in April. We can change it back to April. Hafften asked RAAA if they would assist the city in the maintenance of the fields because this is a new venture for us. RAAA wants to build a quality baseball field but cannot afford all of the costs for annual maintenance and upkeep of the improvements.

MOTION was made by Martinson, seconded by Hafften to approve the Agreement between RAAA and the City of Rockford in regards to the development of the Parkwood youth baseball field.

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

Fire Department/Building New Key Access

Chad Keuseman of the Fire Department presented the city council with information about the proposed new entry key system for the fire station. The department is having problems with the existing magnetic key cards that were part of the original building, plus they are not code compliant. The new card system will automatically open the doors in the case of a fire. Martinson asked what happens when there is a power failure. There is a battery backup for the system which will operate the doors. Chad said that the AAA, snowmobile club, fishing club all use the building. There will be extra key cards for the building. Graner asked about these groups using the building and if the group were using the building and no one knows they are there. Is there a calendar, key for each group? The building has locks now that are always open. If a card is lost you can de-activate the card so it can't be used by someone else. If people forget their card Martinson wants the system to be able to open with a code. Chad will see to that.

The fire department received three quotes and is recommending the city purchase the key access system from Russell Security Resource for a total of \$5,413.63. This system is an updated system that will operate with Windows 7 and will not require the computers remain on at all times.

MOTION was made by Martinson, seconded by Hafften to approve the purchase of the KERI brand card access control system for the Fire Station at a cost of \$5,413.63 from Russell Security Resource, 13 2nd Street NW Buffalo, MN.

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

Wright County Deputy

The Wright County Deputy addresses the city council and noted that it has been a couple busy weeks, complaints/warrants in Rockford.

3877 Haug Avenue Loss claim

The property owners of 3877 Haug Avenue submitted counter offers to the city council for their loss claim which was denied by the city insurance company. Couri reviewed the counter offers from the Kariniemi's.

The city council took action at the last council meeting and offered the Kariniemi's \$4,500 towards installing a berm around their walkout and installing rip rap around the storm water inlet or to be used to convert the home from a walkout to a lookout. The city council action also included the stipulation that the Kariniemi's agree to waive any further liability towards the city in regards to the flooding of the property. Attorney Couri stated that the counter offers from the Kariniemi's are too far apart from what the city council was willing to offer. Couri noted that the LMC insurance will address any further claims on this property.

The Kariniemi's submitted an email with the following counter offers:

- 1 No Improvement - No waiver of liability granted. \$40,000 settlement.
- 2 Clear Area Around Inlet - No waiver of liability granted. \$38,000 settlement.
- 3 Construct Berm - No waiver of liability granted. \$37,500 settlement.
- 4 Convert Home to Lookout - Waiver of liability granted upon completion. \$42,000 settlement.
- 5 Install additional storm sewer - Waiver of liability granted upon completion. \$15,000 settlement.
- 6 Purchase home at 2011 historical purchase price \$209,000.

Additional Options:

- 7 Council creates a unique solution.
- 8 Council grants an additional building entitlement to homeowner's property without SAC, WAC, Park or any other fees - Waiver of liability granted. \$20,000 settlement.

The city council discussed this and decided that they would not change their initial offer.

MOTION was made by Hafften, seconded by Wenz to reject all counter offers submitted to the city from the Kariniemi's in regards to their property damage at 3877 Haug Avenue.

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

Administrator's Report

Council reviewed the administrator's report including an update on the following: 8740 Highway 55 note/mortgage to be signed, The Meadows input on senior housing, Marsh Run letter regarding maintenance, prospective grocer walks away, fire chief's exit interview and special council meeting on October 6th at 6 p.m. to review medical benefit plans.

Engineer

Mark Statz discussed open cut for the utility projects on Highway 55 with MNDOT they do not want the city to open cut so we will be trenching for this improvement.

Fire Department

Gordon Hopkins assistance fire chief addressed the city council and noted that the department had a short meeting yesterday discussing the options for replacing the fire chief. They have made a list of items they want in a leader for the department. The city has received names for the interview committee from Chief Reed. Gordon stated that the department wants a smooth transition for new chief. The department suggests the city chooses the 3rd interview member from the department to be drawn with names hidden. Gordon reported that it has been a slow year so far no fires but lots of medical calls.

Council Reports

Martinson met with the Event committee and is waiting to hear from the DNR regarding building in the flood plain.

Graner stated that the welcome sign committee met and they have signed a contract with a company that will provide the sign, permits, etc. for \$15,000. The location of the sign is going to be close to the current site on the east end of the city along the north side of Highway 55.

Adjournment

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

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

Acting Mayor Graner adjourned the meeting at 7:56 p.m.

Jeannette Graner, Acting Mayor

Attest:

Nancy Carswell, Administrator