

Mayor Beyer called the **November 22, 2011** Regular Meeting of the Rockford City Council to order at 7:05 p.m. The meeting was held in the Council Chambers of City Hall 6031 Main Street, Rockford, MN.

ROLL CALL

Roll call was taken and the following council members were present: Beyer, Graner, Hafften, Martinson and Wenz. Absent: none. Also in attendance were: Administrator Carswell, Financial Consultant Shannon Sweeney, Engineer Mark Statz and Public Works Supervisor Dennis Peterson.

The Pledge of Allegiance to the Flag was given.

***SET AGENDA/APPROVE CONSENT AGENDA**

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

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

***Approve Regular Council Minutes/November 8, 2011**

MOTION was made by Martinson, seconded by Wenz to approve the minutes of the November 8, 2011 Regular Council Meeting.

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

***Approve Payment of Claims**

MOTION was made by Martinson, seconded by Wenz to approve the payment of claims #19768 to #19813 in the amount of \$119,402.35.

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

***Review 3rd Quarter Complaints**

MOTION was made by Martinson, seconded by Wenz to accept the 3rd quarter report.

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

***Approve Storm Sewer Quote/Burschville Construction, Inc.**

MOTION was made by Martinson, seconded by Wenz to approve the contract for the storm sewer repair at the south end of Main Street with Burschville Construction in the amount of \$11,050 to be financed by the street CIP fund 401.

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

***Resolution #11-50/Adopt Fraud Policy**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #11-50 adopting the fraud policy.

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

***Resolution #11-51/Licenses Tiger 41 Entertainment d/b/a Cowboyz Bar and Grill**

MOTION was made by Martinson, seconded by Wenz to approve Resolution #11-51 authorizing the issuance of liquor licenses, dance licenses and game licenses contingent upon receipt of: approval from the Wright County Sheriffs Department, license fees, the workers compensation form & insurance, certificate of

liability insurance, bonds, property taxes paid to date form, food license for Sunday license, affidavit of assumed name, have no outstanding water & sewer bills.

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

Storm Sewer Removal on Levee

Statz reported that the storm sewer culvert on the north end of the flood levee is defective and no longer needed and can be eliminated. Staff received a quote from Burschville Construction includes removal of the culvert under the dike, excavate and remove and remove pipe, backfill and compact \$5,500. Restoration costs from Squirrels Landscape \$1,900. The plans must be approved by the Army Corps of Engineers prior to starting the work.

MOTION was made by Hafften, seconded by Graner to authorize the work to remove the storm sewer at a cost not to exceed \$8000 contingent upon approval of the plans from the Army Corps of Engineers.

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

OPEN FORUM

Mayor Beyer called for open forum, no one from the public spoke.

Employee Recognition

Mayor Beyer presented the Public Works Supervisor, Dennis Peterson with a certificate of recognition for his 31 years of service.

Purchase Playground Equipment/Parkwood Park

Carswell explained that the park commission received two quotes for the playground equipment for the new Parkwood Park. The park commission selected the equipment from Landscape Structures due to the quality and that the equipment is manufactured in the City of Delano. The city has purchased equipment from Landscape Structures for the Winfield Ponds park and it is still in very good shape.

Carswell went on to explain that the quote includes playground equipment that meets the needs of children from ages 2-12 years of age. There are also handicap accessible equipment included in the playground. The quote includes: the playground equipment, fiber surface, sales tax and two supervisor's to assist with the installation.

MOTION was made by Hafften, seconded by Wenz to approve the purchase of the playground equipment from Landscape Structures, Delano, MN at a cost of \$64,453.32 to be financed by the park dedication fund.

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

Rockford Township Road Agreement

Township Board Supervisor's Karen McDougall and Dennis Biese were present to request that the city enter into an agreement with the township in regards to hauling bio solids on township roads. McDougall stated that the hauling of bio solids on township roads has caused damage in the past. Therefore, the Rockford Township has drafted an agreement to be signed by the city that states the bio solids may only be hauled on Gabler Avenue SE and that the contractor should not unload on the side of the road and that if there is damage due to the hauling the city will maintain/repair the road. Beyer stated he doesn't agree to the language "maintain" in the agreement as he feels the repair is all that is necessary. McDougall stated that in

the past other cities have hauled for long periods of time and they had to maintain the road for travel during this time and that is why that language is included.

Dennis noted that the hauler the city contracts with were informed that they should only haul bio solids on Gabler Ave SE. The city will haul bio solids in the spring to another site that is accessed on County Roads and not Rockford township roads.

Mayor Beyer says that the city needs to change the contract between Fergus Pumps to ensure that they use the roads specified per the agreement. Biese is asking for better communication between staff and the township so they are notified when the bio solids are being hauled.

MOTION was made by Hafften, seconded by Graner to approve the contract between the city and township regarding hauling bio solids on township roads.

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

Resolution #11-52/2012 Set Sale Refund Bond and Review Bond Water Tower

Shannon Sweeney of David Drown and Associates was present to discuss financing the 2006A GO Water Revenue Bond for the Water Tower and well project. The GO bond has a principal balance of \$1,555,000 not including the February 1, 2012 payment. The first call date on this bond is February 1, 2012. The interest rates on the current bond issued is an average of 4.1% and the market rates today are averaging 2.2%. Sweeney noted that with the lower interest rates the city can save an estimated \$93,878.

The sanitary sewer PFA bond for the expansion of the wastewater treatment plant was also discussed. This PFA bond has an outstanding balance of the \$754,000 and an interest rate of 3.99% until the year 2019. This bond issue could be refunded at a lower interest rate or paid in full using an interfund loan from the water fund. Beyer discussed paying off a large portion of the PFA bond in the amount of \$500,000 borrowing from the water fund and re-financing the remaining balance with the water revenue bond, this would save the city money and asked that Shannon Sweeney provide that spreadsheet to show the cost savings with this option.

It was discuss that by including the refunding of the PFA Bond now would save money on issuance expenses and save money on interest. The council agreed to combine both issues and to set an interest rate of .50% for the interfund water loan.

MOTION was made by Hafften, seconded by Graner to approve Resolution #11-52 approving providing the competitive negotiated sale of GO water revenue refunding bonds series 2012A and refund PFA loan and pay off \$500,000 with an interfund water loan at an interest rate of .50% and refinance the remaining balance of \$254,000. The results from the negotiated sale will be presented on December 13, 2011.

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

Appointment of Fire Chief and Fire Chief Assistants

The interview committee consisting of Council members Martinson, Graner, Administrator Carswell and Fire Department member Boeddeker interviewed four candidates for the position of Fire Chief. The committee recommends that the city council appoint Ben Sanderson as chief due to his experience, training and certifications earned.

The committee also recommends two Assistant Chief's to share the responsibilities of the administration duties necessary as follows: Nathan Buoy and Gordon Hopkins.

Beyer discussed the term and Martinson stated that was what the committee recommends and there is a 6 month probationary period and we completed criminal background checks on the three candidates. Graner plans to be a more active liaison by attending the Fire Department meetings. Martinson stated that the city council should play a more active role in the fire department

MOTION was made by Martinson, seconded by Wenz to appoint Ben Sanderson as Fire Chief to fill the term beginning January 1, 2012 expiring December 31, 2013, and to appoint Nathan Buoy as Assistant Chief for a two year term beginning January 1, 2012 to December 31, 2013 and Gordon Hopkins to complete his term as assistant chief which expires December 31, 2012.

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

Public Work's Job Descriptions and Wage Scale

Council member Hafften, public works supervisor D. Peterson and Administrator Carswell met and discussed revisions for the public works job descriptions. There are three new job descriptions that also are being recommended with new pay equity points as follows:

- Lead Street Maintenance Pay Equity Points 172
- Mechanic/General Maintenance Pay Equity Points 166
- Lead Parks Maintenance Pay Equity Points 168

A copy of each job description was submitted for council review along with a revised wage compensation plan to include the new job descriptions. Questions included the top of the scale and then can an employee get a cola, no the scale is reviewed every three years. Wage increases are based on performance and not COLA. Beyer asked if these job descriptions are based on the employees or the needs of the department. Beyer noted there are some job descriptions that are filled but we are leaving them on the scale and description.

MOTION was made by Martinson, seconded by Hafften to approve the new job descriptions and revised wage compensation plan as submitted.

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

Administrator's Report

Council reviewed the administrator's report including the following items: submitted application for local business DRC, MN Historical grant, senior housing marketing, government access channel, tax capacity, tax rate in the city, furnaces at city hall were installed. Martinson noted that the programmable thermostats were not installed per the bid and staff will check on this. Martinson noted that the public works chemical feed buildings are still not completed. Peterson noted additional costs due to the cold weather are likely.

Engineer's Report

Mark Statz stated that staff met to discuss the new wastewater permit and phosphorus limit. The city sent the PCA a letter asking them for an extension in the time lines. The letter was received by the PCA on Monday November 21, 2011. The PCA will review our request and get back to us.

Council Reports

Graner reported that the holiday train that is coming through town with stops in Loretto and more information is on the City of Loretto's web site. Students will be performing the play Of Mice and Men at the high school in February together with Delano, and Orono schools.

Adjournment

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

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

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

Michael Beyer, Mayor

Nancy Carswell, Administrator