

Mayor Hafften called the **December 10, 2013** Regular Meeting of the Rockford City Council to order at 7:00 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: Engineers Libby & Ward, Assistant Fire Chief Buoy, Administrator Carswell, Finance Clerk Swendsen and Public Works Supervisor Peterson.

The Pledge of Allegiance to the Flag was given.

### **Public Hearing – Truth in Taxation**

Jennifer Swendsen, Finance Clerk presented the proposed 2014 General Fund Budget and the 2013 collectible 2014 tax levy.

In comparing the budget from 2013 to 2014 there is an increase of 8.05% or 147,696 increase.

The tax levy for 2014 is a 1.66% increase over current year or an increase of \$24,019.

Some of the proposed budget increases include: electricity increase expected is 6.5%, workers comp/and liability insurance expected increase of 5%, gas utilities increase 2% employee wages and benefits are 4%.

The general fund budget is made up of divisions: Administration with a proposed increase of \$18,768, Transfer to special funds increased \$52,091, Safety/police increased \$12,665, Streets increased \$20,971, Parks/library increased \$38,014 and contingency increased \$5,187 for a total increase overall of \$147,696.

The transfer of funds budget includes: sick leave liability, historical society, seniors fund, street CIP, and public works/city hall CIP which is a total of \$276,391.

The 2014 general fund revenues were reviewed and compared to current year. The largest change is the additional Local Government Aid which totals \$453,290 that is an increase of \$43,601 and this is what has allowed the city to increase our budget without a big tax increase.

Mayor Hafften opened the public hearing at 7:02 pm.

Mayor Hafften closed the public hearing at 7:12 pm.

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

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

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

### **\*Approve Regular Council Minutes/November 26, 2013**

**MOTION** was made by Martinson, seconded by Wenz to approve the minutes of the November 26, 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 #22618 to #22668 in the amount of \$128,474.36.

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

**\*Approve Building Permits**

**MOTION** was made by Martinson, seconded by Wenz to approve the November Building Permits #13-112 to #13-116.

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

**\*Close City Hall on Christmas Eve**

**MOTION** was made by Martinson, seconded by Wenz to approve closing City Hall the afternoon of Christmas Eve and staff will use vacation or comp time. City Hall is closed from noon to 4:30pm for the Holiday.

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

**15 Year Employee Recognition/Marlys Elsen**

Table due to employee's absence.

**Resolution #13-49/Adopt 2013/2014 Levy and General Fund Budget**

Carswell explained that if there are no changes to the preliminary budget the final budget may be adopted tonight since the Truth and Taxation hearing was conducted prior to adoption.

**MOTION** was made by Graner, seconded by Wenz to approve Resolution #13-49 to adopt the 2013/2014 Levy and General Fund Budget.

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

**Resolution #13-50/ATP Application Funding CR32 Realignment**

Carswell stated that in recent meetings that were held with Wright County and MNDOT representatives discussed the development of the west industrial park. Staff expressed concerns about access for the project off of County State Aid Highway 32 and Trunk Highway 55 as it is not adequate for projected truck traffic. Therefore, there is funding available for cities with a population less than 5,000 we can apply for through Wright County which could fund up to 80% of the realignment of CSAH 32 as it intersects with Highway 55 along with turn lanes that will be required along Highway 55. The city staff and engineer are working with Wright County and MNDOT on a grant application that is due to the county on December 20<sup>th</sup>. We do not have the costs for this yet but will provide them at a later time. The 20% share we hope to get from

Wright County, MNDOT and possibly from the Highway 55 Coalition which funds unsafe accesses. County asked Jared Ward if he had an estimate for this project and he said that has not completed the estimate but noted the project costs could be over one million dollars.

**MOTION** was made by Graner, seconded by Martinson to approve Resolution #13-50 approving the ATP Application Funding CR32 Realignment.

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

### **Administrator's Report**

The Administrator's report included status of the following: Truth and Taxation hearing, administrator interview schedule, letter sent out regarding televising private sewer laterals, calibration meeting, city newsletter, park commission meeting, Toys for Tots deadline of December 13<sup>th</sup>, and next council meeting is December 23<sup>rd</sup>.

### **Engineer's Report**

The Engineer's report included updates on the following: wastewater treatment facility, Hurst Woods channel project is complete, Elm/Ash Street sanitary sewer project, 2014 Sewer/Water project, wellhead protection plan and Wright County's plans for County Road 20 have been postponed until 2016 as we requested.

The delay of a mill and overlay of County Road 20 or Main Street from Plum Street to Elm Street to Highway 55 is being postponed because the city wants to have time to review the curb, storm sewers and pedestrian ramps along this stretch of road as the city will have to pay for repair of these items. Waiting for a couple years will allow the city to plan for these improvements.

Dennis Peterson reported that there is a contractor that televises private sanitary sewer lines that has been canvassing the Maplewood Manor neighborhood at a price of \$150 each. The city's quotes that we received are \$145 each and a letter will be sent out to homeowners prior to the inspection.

### **Council Reports**

*Graner* – Toy's for Tot's deadline is Friday – December 13th

*Kesanen* – could use help boxing food for distribution to 110 families - contact the food shelf

*Martinson* – nothing to report

*Wenz* – Sunday – Dec. 15<sup>th</sup> is the Historical Tea at the Stork House and a few tickets are available – also reminded residents and business owners to shovel the snow away from fire hydrants by their homes

*Hafften* – nothing to report

### **OPEN FORUM**

Mayor Hafften called for open forum. No one from the public spoke.

### **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 8:01 p.m.

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Renee Hafften, Mayor

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Nancy Carswell, Administrator