City of Rockford, Minnesota Council Workshop Minutes
5:00 p.m., Tuesday, May 9th, 2017

The Workshop was called to Order by Mayor Renee Hafften at approximately 5:00 p.m. Council members Debbie Buoy, Ted Hill, Jeannette Graner and Rick Martinson were also present.

City Administrator / Special Counsel, Dan Madsen; City Engineer Jared Ward, Wenck and Associates; Public Works Director, Trevor Brummer; Megan Sand Carr, Sand Companies; and, Nathan Buoy, Assistant Fire Chief were also in attendance.

Sand Companies presented to the Council their proposal for a 42 Unit Workforce Housing project for two properties currently zoned for Commercial Use in the City of Rockford. The Council asked a variety of questions regarding the development and use of the properties, the timeline on which the property would be developed and discussed their positions regarding the need for workforce housing, the amount of contribution requested from the city, the goals set by the Council and whether or not this project fit within those goals, and whether or not this project was right for the City.

After discussion, the Workshop was adjourned with the matter to be discussed in Closed Session at the Council Meeting to further review the policy involved in the proposal and to discuss and review offers for property and negotiation of terms and conditions of any potential Purchase or Development Agreements. No formal action was taken, as this item was set on for informational purposes only.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, May 9th, 2017

The Council Meeting was called to Order by Mayor Renee Hafften at approximately 6:07 p.m. Council members Debbie Buoy, Ted Hill, Jeannette Graner and Rick Martinson were also present.

City Administrator / Special Counsel, Dan Madsen; City Engineer Jared Ward, Wenck and Associates; Steve Hegland, Wenck and Associates; Eric Larson, Wright County Deputy Sheriff; Robyn Hoerr, MnRural Water; Alaina Rooker, Crow River News; Public Works Director, Trevor Brummer; Megan Sand Carr, Sand Companies; and, Nathan Buoy, Assistant Fire Chief were also in attendance.

Mayor Hafften opened the Public Hearing at approximately 6:10 p.m. Jared Ward presented information on Part II of the city's Wellhead Protection Plan and reviewed the process for moving forward and completing that project. Members of the council asked various questions about the plan, including whether or not all of the private wells in the community had been identified or addressed. Ward stated that they had been. Mayor Hafften then called for public comment. Robyn Hoerr encouraged the Council to review the Plan of Action presented in Part I and to work with neighboring watersheds to increase our odds for future funding from various grant programs run by the State and other entities. Mayor Hafften again called for any additional public comments, and with there being none, Hill made a **MOTION** to close the Public Hearing. This motion was seconded by Martinson.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson. The public hearing was closed at approximately 6:20 p.m.

Approve Consent Agenda/Set Agenda

MOTION was made by Graner, and seconded by Buoy, to set the Council Meeting Agenda and approve all items on the Consent Agenda, 3.A. to 3.E as listed and move 3.F. Sale of 1999 FL80 Freightliner Pumper/Tanker to New Business for further discussion:

3 A: Minutes from the April 25th, 2017 Council Workshop and Regular Council Meeting
3 B: Payment of Claims from Check #27247 through #27317; totaling $79,120.24
3 C: April Building Permits
3 D: RES #17-19 / Approve 2017 Rockford Fire Department Officers
3 E: Lease Termination, Rental Property / 8905 State Highway 55

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson.

Open Forum: Deputy Sheriff Ben Larson

Deputy Larson stopped in to brief the Council on the last month's criminal activity in the city. He noted that nothing was out of the ordinary, but that activity was increasing as the weather turned nice and people were getting out and about. The Council thanked Deputy Larson for the update.

New Business: Sale of 1999 FL80 Freightliner Pumper / Tanker

Administrator / Counsel Madsen explained that the City of Rockford had listed the fire truck for sale on the League of Minnesota Cities advertisement website for the past couple of months. Fire Chief Ben Sanderson had been working with multiple parties from other fire departments for the potential sale, and had arrived at a reasonable sale

price for the vehicle with Chief Barnette of the Grantsburg, Wisconsin Fire Department. The sale price of the vehicle was agreed upon at $55,000, which staff feels is a fair price for the truck. Staff drafted a Sale Agreement which was also provided for review in the Council packets.

Assistant Fire Chief, Jamie Buoy, provided additional information and answered questions asked by the Council. After discussion and review, **MOTION** was made by Martinson, and seconded by Hill, to accept the sale of the truck under the terms and conditions as discussed.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson.

New Business: 1st Quarter 2017 Financial Report

Administrator / Counsel Madsen reviewed the financials for city budgets for the 1st Quarter. Madsen explained items of interest in each budget and reviewed the position of city funds, stating that all budgets were currently tracking as anticipated but noting that it was likely too early to tell much detail on the city's financials. Madsen stated that the 2nd Quarter Financial Report will provide a better understanding of the city budgets, as half of the year's revenues and expenses would have been received. Madsen also noted that water use, local government aid and property tax revenues would be much more accurate in the 2nd Quarter Report. No formal action was taken, as this matter was set on for informational purposes only.

New Business: Closed Session: Sale of Property at 113500292213 & 113027000010

Madsen explained that the meeting would now enter into Closed Session pursuant to Minn. Stat. §13D.05, Subd. 3, to discuss the negotiation, potential offer and purchase agreement for the above referenced properties with Sand Company for construction of a possible 42 unit workforce housing apartment complex.

MOTION was made by Hill, and seconded by Buoy, to enter into closed session at approximately 7:04 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson. The meeting was then closed to the public.

MOTION was made by Hill, and seconded by Martinson, to reopen the meeting at approximately 8:16 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson. The meeting was then re-opened to the Public.

Madsen explained that the Council had discussed the negotiation process, potential offer amount and potential purchase agreement for the above referenced properties with Sand Company for construction of a possible 42 unit workforce housing apartment complex. No action was taken, as no formal decisions were reached by the Council.

Members of the City Council and staff then provided updates on the Tavern on the Crow, Dollar General, City Clean-up Day, and a FEMA check-dam funding extension request.

MOTION was then made by Hill, and seconded by Buoy, to adjourn the Council Meeting at approximately 8:27 p.m.

MOTION CARRIED-VOTING IN FAVOR: Hafften, Buoy, Graner, Hill and Martinson.

Typed this 10th day of May, 2017.

Dan Madsen
City Administrator, Special Counsel
City of Rockford Minnesota

All meetings of the Rockford City Council are video recorded and available for viewing on-line at www.cityofrockford.org, or by contacting City Hall at 6031 Main Street, Rockford, Minnesota 55373. Meeting minutes are intended to be a general synopsis of the meetings of the City Council, and more detail regarding discussions and policy considerations is provided by watching the recording of the meeting.

Approved:

_____
Renee Hafften
Mayor

Attest:

_____
Dan Madsen
City Administrator, Special Counsel