City of Rockford, Minnesota Workshop Meeting Minutes
5:00 p.m., Tuesday, June 12th, 2018

The workshop was called to Order by Mayor Renee Hafften at 5:00 p.m. Council members Debbie Buoy, Ted Hill, Rick Martinson and Scott Seymour were present.

City Administrator / City Attorney, Dan Madsen; Deputy Clerk, Audra Etzel and John Quirk, Street Supervisor were also in attendance.

Members of the Council and Staff discussed the designation of the City's official newspaper and compared the rates and timelines for publication with other area newspapers. No formal action was taken, as this matter was set on for discussion purposes only.

City of Rockford, Minnesota Council Meeting Minutes
6:00 p.m., Tuesday, June 12th, 2018

The meeting was called to Order by Mayor Renee Hafften at 6:00 p.m. Council members Debbie Buoy, Ted Hill, Rick Martinson and Scott Seymour were present.

City Administrator / City Attorney, Dan Madsen; Deputy Clerk, Audra Etzel; John Quirk, Street Supervisor; Jared Ward, City Engineer; Dawn Prince, Allina Health; Ben Sanderson and Jamie Buoy, Rockford Fire Department; Wright County Commissioner Potter, and Alaina Rooker, Crow River News were also present.

Set Agenda/Consent Agenda:
A **MOTION** was made by Hill, and seconded by Seymour, to approve the Consent Agenda Items 3A through 3I and set the Agenda for the Council Meeting:

3A. Approve Minutes from the May 22nd, 2018 Council Workshop and Regular Council Meeting
3B. Approve Payment of Claims, Check Number 28709 through Check Number 28754 totaling $108,896.04
3C. Approve May 2018 Building Permits
3D. RESOLUTION 18-28/Appointing Absentee Ballot Boards for the 2018 Primary and General Elections
3E. Approve Temporary Liquor License / Rockford River Days Festival
3F. Approve Privy Dig Contract
3G. RESOLUTION 18-29/Approve Gambling License Request – Rockford Fire Relief

3H. RESOLUTION 18-30/Approve Gambling License Request – Rockford Area Historical Society
3I. RESOLUTION 18-31/Approve Liquor License 2018 - 2019

Motion Carried: voting in favor; Hafften, Martinson, Hill, Seymour, and Buoy.

New Business: Fire Department 1st Quarter Review

Chief Sanderson presented information on the 1st Quarter of 2018 regarding operations of the Rockford Fire Department. Sanderson reviewed call counts, types of calls received, location of the calls and hours of call origination. Sanderson also reviewed general updates from the department, including donations received and potential expenses moving forward this calendar year. Members of the Council and Staff asked various questions regarding the report and information, and a general discussion and additional updates were provided. No formal action was taken, as this matter was set on for informational purposes only.

New Business: Audra Etzel, 10 Year Anniversary

Mayor Hafften presented Audra Etzel with a certificate commemorating and celebrating her 10 years of employment with the City of Rockford. No formal action was taken, as this matter was set on for celebratory purposes only.

New Business: Allina Mobile Clinic Every Day on Wheels

Dawn Prince of Allina Health provided a presentation to the City Council in which Allina proposed to bring a mobile medical recreational vehicle to Rockford on [sic.] [Tuesdays] each week to provide a clinic for Rockford residents. Members of the community would be able to call in and schedule an appointment, and then see a doctor or nurse in Rockford. Staff and Ms. Prince had discussed using the City's parking lot in Downtown Rockford on Main Street as a good location for the mobile clinic. The City would be responsible, under the proposal, for installing sufficient electric power to operate the vehicle. Members of the Council and Staff asked various questions of Ms. Prince, including how residents would fill prescriptions and whether or not there would be walk-in appointments. It was answered that walk-in appointments would not be taken, and that there were no current plans to have prescriptions available in Rockford. After additional discussion and review, **MOTION** was made by Martinson to approve the use of the parking lot and fund the upgrade in electric power and connection to support the recreational vehicle, and generally approving of the plan. The motion was seconded by Buoy.

Motion Carried: voting in favor; Hafften, Martinson, Hill, Seymour, and Buoy.

New Business: Public Nuisance Policy

Administrator / Attorney Madsen walked the Council through the first reading of the new Public Nuisance Policy. Madsen discussed the proposed changes and shifts in the policy from the existing policy contained in Section 900 of the City Code. Members of the Council asked various questions and discussed the proposed changes in initiation of enforcement and resident complaints, methods of enforcement and the process to be used, and areas existing and new to regulation under the new policy and Draft Ordinance. After additional discussion and review, Madsen stated that Staff would go back and draft a Final Ordinance Amendment for Council review at an upcoming meeting. No formal action was taken, as this matter was set on for discussion and review purposes only.

Open Forum

Commissioner Potter then addressed the Council and provided updates on his Congressional activities, the latest updates from the Wright County Board and projects and funding sources for 2018 and beyond.

Staff Reports

Staff and members of the Council then discussed various updates including three proposed hockey tournaments for this winter in the new hockey rink; Fiber Internet updates and information regarding the City-wide Garage Sale scheduled for June 14th through June 16th, 2018.

Adjournment

A **MOTION** was then made by Martinson to adjourn the meeting. This motion was seconded by Hill.

Motion Carried: voting in favor; Hafften, Martinson, Hill, Seymour and Buoy, and the meeting was adjourned at approximately 7:17 p.m.

Typed this 14th day of June, 2018.

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. 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:

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Renee Hafften
Mayor

Attest:

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Dan Madsen
City Administrator, Special Counsel