

## **City of Rockford, Minnesota Council Workshop Meeting Minutes 5:00 p.m., Tuesday, November 24<sup>th</sup>, 2020**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 5 p.m. Council members Scott Seymour, Rick Martinson and Debbie Buoy were present.

City Administrator / Attorney, Dan Madsen; and City Engineer, Steve Helgand, and Denise Willenbring were also in attendance.

Members of the Staff and Council discussed the draft 2020 Budget and Expenses, the Preliminary Property Tax Levy and other matters of general importance.

No formal action was taken, as these matters were set on for discussion purposes only. Discussions were concluded, and the meeting was adjourned at approximately 6 p.m.

## **City of Rockford, Minnesota Council Meeting Minutes 6:00 p.m., Tuesday, November 24<sup>th</sup>, 2020**

The City Council Workshop was called to Order by Mayor Renee Hafften at approximately 6 p.m. Council members Scott Seymour, Rick Martinson and Debbie Buoy were present.

City Administrator / Attorney, Dan Madsen; City Engineer, Steve Hegland; Public Works Director, Trevor Brummer; and Deputy Voss, of the Wright County Sheriff's Department and Denise Willenbring were also in attendance.

### **Set Agenda and Approve Consent Agenda Items:**

A **MOTION** was made Seymour, and seconded by Buoy, to approve the Consent Agenda Items 3A through 3E as listed and set the Agenda for the Council Meeting:

3A. Approve Minutes from the November 10<sup>th</sup>, 2020 Workshop and Regular Council Meeting

3B. Approve Minutes from the November 13<sup>th</sup>, 2020 Special Council Meeting

3C. Approve Payment of Claims, Check Number 31850 through 31936; and Check Number: 502593E through 502601E; and Check Number: 1301E through 1304E; all totaling \$328,309.93

3D. Resolution #20-57 Designating Polling Places for 2021

### 3E. Approve Closing City Hall Christmas Even and New Year's Eve

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

#### **New Business: Water Wastewater Truck**

Administrator / Attorney Madsen explained that Public Works had budgeted for a new Water / Wastewater Truck with the cost to be split between the Water and Wastewater Departments. The budgeted amount was \$40,000, but the truck was proposed to cost \$46,573. This overage was discussed to be taken equally out of both departments.

The Truck was proposed as a 2021 GMC Sierra single cab off of the State Contract Bid Sheet, with Crysteel building a custom box as a single source provider given the city's specifications and building onto the State Contract vehicles.

After additional discussion and review, including the custom box and what was needed on a public works vehicle, **MOTION** was made by Hafften, and seconded by Seymour, to approve the purchase.

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

#### **Deputy Voss Wright County Sheriff Update**

Deputy Voss provided an update to the Council and Staff reminding everyone to lock their vehicles and stating that things have been rather slow and safe lately. The Council and Staff thanked him for his update, and no formal action was taken as his appearance was for informational purposes only.

#### **New Business: Potential 2022 Improvement Project**

City Engineer Hegland gave the Council an overview of the potential project for 2022 that included streets, water and wastewater mains in various areas of the City. It was discussed that Hegland would present an updated timeline at a future meeting. No formal action was taken, as this matter was set on for informational purposes only.

#### **New Business: 2021 Budget and Property Tax Levy**

Administrator / Attorney Madsen explained that the current property tax levy for 2021 was set at a 2.01% increase over that which was levied in 2020. Madsen ran through the budget numbers and updated the Council on line items and projected costs for next year. No formal action was taken, as this matter was set on for informational purposes only.

**New Business: Crow River Christmas**

Administrator / Attorney Madsen explained that there had been some concern over the fireworks and tree lighting as Crow River Christmas based upon the pandemic and Executive Orders restricting the gathering of people. After discussion and review, **MOTION** was made by Buoy, and seconded by Martinson, to hold the Fireworks and Crow River Christmas as a scaled back event, but as advertised.

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

**Staff Reports**

Members of the Staff and Council then discussed current events and provided updates regarding holiday lights, jetting of the sewer system, biosolid hauling, the toy drive and food shelf needs.

**Open Forum**

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

**Adjournment**

**MOTION** was then made by Seymour, and seconded by Buoy, to adjourn the meeting.

Motion Carried: Motion Carried: Voting in favor; Hafften, Martinson, Buoy and Seymour and the meeting was adjourned at approximately 6:50 p.m.

Typed this 24<sup>th</sup> day of November, 2020.

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](http://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:

---

Renee Hafften,  
Mayor

Attest:

---

Dan Madsen,  
City Administrator, Special Counsel