

**City of Rockford, Minnesota Council Workshop Minutes**  
**5:00 p.m., Tuesday, December 8<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, Debbie Buoy and Rick Martinson were present.

Denise Willenbring; Administrator / Attorney, Dan Madsen; Public Works Director, Trevor Brummer; and City Engineer, Steve Helgand were also in attendance.

Members of the Staff, Council and people in attendance discussed the Proposed 2021 Final Property Tax Levy and General Fund budgets.

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, December 8<sup>th</sup>, 2020**

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

Denise Willenbring; Administrator / Attorney, Dan Madsen; Public Works Director, Trevor Brummer; Deputy Ellison of the Wright County Sheriff's Department, Chuck Tryon, Nikki Nute and Laura Franklin of the Rockford Greenfield Chamber of Commerce, and City Engineer, Steve Helgand were also in attendance.

Public Hearing – Truth in Taxation / Wright and Hennepin County  
Mayor Renee Hafften called the Truth in Taxation Public Hearing to order at approximately 6:02 p.m. Administrator / Attorney Madsen walked through a PowerPoint Presentation explaining in great detail the City's General Fund Revenues, Expenses, and what contributed to those line items. Madsen then discussed the difference between Revenues and Expenses, and how the gap between these becomes the Ad Valorem property tax levy. Madsen also explained the Debt Service Levy, and how it was necessary to pay for long-term bond debt. Madsen concluded with charts showing what money from each tax dollar funded at the City of Rockford, and

reviewed the history of the General Fund budget and property tax levy over the past six years.

Mayor Hafften then called for Public Comment at approximately 6:20 p.m. Hearing no comment, Mayor Hafften again called for Public Comment. Hearing none, **MOTION** was made by Seymour, and seconded by Martinson, to close the Public Hearing.

Motion Carried: Voting in favor; Hafften, Buoy, Martinson, and Seymour, and the Public Hearing was closed at 6:23 p.m.

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

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

3A. Approve Minutes from the November 24<sup>th</sup>, 2020 Workshop and Regular Council Meeting

3B. Approve Payment of Claims, Check Number: 502602E through 502610E; Check Number 31960 through 31990; and Check Number: 1305E through 1308E totaling \$69,091.76

3C. Approve December Building Permits

3D. RES #20-58 / Approve Hennepin County Assessor's Agreement

3E. RES #20-59 / Approve Wright County Assessor's Agreement

3F. RES #20-60 / Worker's Compensation and Excess Liability Insurance

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

**Deputy Ellison, Wright County Sheriff's Department**

Deputy Ellison provided updates on the state of Rockford, explaining that things have been relatively quiet, but that people should remain vigilant against break-ins and staying safe during the holidays. No formal action was taken, as this matter was set on for informational purposes only.

**New Business: Trevor Brummer's 10 Year Anniversary**

Administrator / Attorney Madsen presented the history of Trevor Brummer's employment with the City of Rockford, and displayed some funny pictures of him during his work and service to the community.

No formal action was taken, as this matter was set on for recognition purposes only.

**New Business: Rockford Greenfield Chamber of Commerce Update**

Laura Franklin, Chuck Tryon and Nikki Nute presented information and updates on the Rockford Greenfield Chamber of Commerce, and provided a preliminary draft of a job description for a Chamber of Commerce Director as a full-time position with the Chamber. Members of the Council and Staff discussed this possibility and what benefit it may bring to Rockford. The Council stated that they would like to meet with different current Chamber Directors, if possible, to learn more about what they do for their respective communities.

No formal action was taken, as this matter was set on for discussion purposes only.

**New Business: Resolution #20-61 to Adopt the Final General Fund Budget and 2020 / 2021 Property Tax Levy**

Administrator / Attorney Madsen walked through the proposed 2021 Budget and Final 2021 Property Tax Levy. Madsen explained, again, the line items, revenues and expenses, and Ad Valorem and Debt Service levies. After additional discussion and review, **MOTION** was made by Seymour, and seconded by Buoy, to approve Resolution #20-61, budgets and Final Property Tax Levy.

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

**Staff Reports:**

Members of the Staff and Council then discussed the Rockford Toy Drive, Crow River Christmas event and other updates regarding the community.

**Adjournment:**

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

Motion Carried: Motion Carried: Voting in favor; Hafften, Buoy, and Martinson, and Seymour and the meeting was adjourned at approximately 7:06 p.m.

Typed this 17<sup>th</sup> day of December, 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:

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Renee Hafften  
Mayor

Attest:

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Dan Madsen  
City Administrator, Special Counsel