

Mayor Beyer called the March 22, 2011 regular council meeting to order at 7:05 p.m. in the council chambers of city hall, 6031 Main Street, Rockford, MN.

Roll call

Roll call was taken and the following members were present: Beyer, Graner, Hafften, Martinson and Wenz. Absent: none. Also in attendance were: Administrator Carswell, Engineer Statz, Public Works Doug Duda and Fire Chief Kevin Reed.

The Pledge of Allegiance to the Flag was given.

***CONSENT AGENDA/SET AGENDA**

MOTION was made by Graner, seconded by Hafften to approve all items on the consent agenda except item 4-E Appoint Emergency Management Director and add Flood Watch to the agenda.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Special Council Workshop Minutes /March 8, 2011**

MOTION was made by Graner, seconded by Hafften to approve the minutes of the March 8, 2011 special council workshop meeting.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Regular Council Minutes /March 8, 2011**

MOTION was made by Graner, seconded by Hafften to approve the minutes of the March 8, 2011 regular council meeting.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

***Approve Payment of Claims**

MOTION was made by Graner, seconded by Hafften to approve the payment of claims #018899-#018945 in the amount of \$73,662.46.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

***RES #11-14 /Approve Interim Use Permit Hobby Dog Kennel-5518 Sunset Circle**

MOTION was made by Graner, seconded by Hafften to approve resolution #11-14/ interim use permit for a hobby dog kennel to be located at 5518 Sunset Circle.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

RES #11-15 /Appoint Emergency Management Director

Mayor Beyer removed this item from the consent agenda to provide more information on the appointment. Mayor Beyer received a letter from Chad Keuseman outlining his qualifications and interest in the position. Mr. Keuseman has a degree in Emergency Management and is

pursuing a Fire Science degree. Mr. Keuseman has been a member of the Rockford Volunteer Fire Department for the past six years and is a resident of the City of Rockford.

MOTION was made by Martinson, seconded by Wenz to adopt Resolution 11-15 2011 Appointments to include the appointment of Chad Keuseman as the Emergency Management Director for the City of Rockford.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

Recognition of Retired Planning Commission Members – Darin Hawley & Wayne Waletich

Mayor Beyer presented former Planning Commission Member Darin Hawley and Wayne Waletich each with a plaque for there years of service.

Employee Recognition/Carswell

Mayor Beyer presented a certificate to Administrator Nancy Carswell the Administrator for twenty-six (26) years of service. Mayor Beyer noted that he has worked with Nancy for twelve of those twenty-six years and thanked her for all she does for the city. Nancy has been employed by the city since February 13, 1985.

Open Forum/Kim Bemenderfer/Allina Hospitals & Clinics

Kim Bemenderfer from Allina was present to provide an Automated External Defibrillator AED to the city to be placed in City Hall. The equipment was made possible through Heart Safe Communities Program from Allina Hospitals and a donation of \$475 from the Rockford Lions Club.

RES #11-16 /Authorization to belong to MN Water Agency Response Network (MnWARN)

The Public Works staff submitted information to the city council and requests the city to become a member of Minnesota Water Agency Response Network (MnWARN). MnWARN consists of water/wastewater operators from all over the state that have put together a state wide mutual aid agreement. This is a resource for Minnesota cities to work together, sharing resources/equipment and staff in emergencies. This program is designed for utilities and city infrastructure (water, wastewater, storm water and electric). For instance, if the city had a major flood and needed extra equipment or staff, the city would contact the state duty officer of MnWARN and they would contact the other MnWARN members to assist.

There is no cost to become a member of the MnWARN program. To become a member the city would need to sign a mutual aid agreement and pass a resolution.

Kelly James of Minnesota Rural was present to provide information and answer questions. Mr. James stated that the cities have more pumps available than most private sectors and those are usually in demand during floods. Mr. James noted that he was in a small city south of the metro to assist with equipment and manpower due to the flooding. That city received pumps and other equipment from six cities through the MnWARN program.

Attorney Couri reviewed the agreement and had no suggested changes.

The council had some questions about the use of our equipment and wondered who is liable if the equipment were damaged. The city has insurance on all of its equipment and through this agreement it is understood that those using the equipment would also have to insure the

borrowed equipment. The city council agreed that this program could provide immediate assistance in the case of an emergency for the city.

MOTION was made by Graner, seconded by Hafften to approve resolution #11-16 to authorize the city to enter into an agreement with MnWARN.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

Quote for Emergency Levee

Engineer Statz as part of a joint effort with the City's Public Works Department has solicited a quote from Burschville Construction for the construction of an emergency levee should the need arise. The work would include the addition of two feet of clay material on the existing levee from Cedar Street, northward through the City Park and ending at County Road 20. The fill would bring this section of the levee to an elevation approximately three (3) feet above the 100-year flood level, to match the recently improved section of the levee through the downtown area. Since there is a trailway on the top of the levee in the park that fill would have to be removed after the flooding which would be another cost.

There was discussion as to why this was not done when the south section of the levee was being improved. Mark Statz stated that the south levee was moved inland as recommended by the Army Corps of Engineer.

One council member asked why we just don't sandbag this area and the engineer responded that the time and money spent sandbagging would also be substantial.

The city council concluded the discussion stating that when the river crest warning reaches 17' that an emergency city council meeting shall be held.

Ongoing Directives

The council reviewed the ongoing directives. Discussion about David Clark's violation was briefly discussed and will be placed on the April 12th council agenda.

Acquire Tax Forfeited Marsh Run Lot

Staff informed the city council that they had contacted Blaine Jones about the upcoming Sheriffs sale on the land adjacent to his. Mr. Jones was not interested in acquiring the land. The city council discussed purchasing the land so that they would have control over the past due assessments that are owed on the property that amount to over \$80,000. There was some discussion about acquiring the wetland or Outlot A Marsh Run, but council decided not to acquire the lot.

MOTION was made by Graner, seconded by Martinson to authorize staff to submit an offer for Tax Forfeited Land known as lot 28, Block 1 Marsh Run.

MOTION CARRIED-VOTING IN FAVOR: BEYER, GRANER, HAFFTEN, MARTINSON AND WENZ.

Flood Watch

The city council discussed requesting Fire Department members and others to sign up for 24 hour Flood Watch. Volunteers will be asked to watch the flood gage in Rockford on the Crow River on the National Weather Service website during evening hours. Volunteers can sign up online or by contacting the city.

Administrator's Report

Council reviewed the administrator's report including the following items: budget revision, tax forfeited Marsh Run property, Ver-Tech SIU agreement, council/staff workshop meeting April 5th at 5 p.m., flood insurance quote library, FICA taxes not paid on vacation transferred to deferred comp, Delano Senior Center donation, Historical Society council liaison needed and community events.

Todd Wenz asked when the Historical Society Board meets before accepting the liaison position. Staff will find out when the RHAS meets and forward that information to Wenz.

Adjourn

Motion to adjourn was made by Graner, seconded by Hafften.

Mayor Beyer adjourned the meeting at 8:35 p.m.

Mike Beyer, Mayor

Attest:

Nancy Carswell, Administrator