

Mayor Beyer called the December 28, 2010 regular council meeting to order at 7:00 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, Hafften, Martinson and Nichols. The following members were absent: Graner. Also in attendance were: Administrator Carswell, Public Works Supervisor D. Peterson and fire Chief Reed.

The Pledge of Allegiance to the Flag was given.

**\*Set Agenda/Consent Agenda**

MOTION was made by Nichols, seconded by Hafften to approve the consent agenda.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*Approve Minutes/December 14, 2010**

MOTION was made by Nichols, seconded by Hafften to approve the minutes of the December 14, 2010 regular council meeting.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*Approve Payment of Claims**

MOTION was made by Nichols, seconded by Hafften to approve the payment of claims Check #018580 to #018618 in the amount of \$92,894.41.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*RES 10-74/De-Certify Tax Increment Finance District #3-2**

MOTION was made by Nichols, seconded by Hafften to approve Resolution #10-74 to de-certify tax increment finance district #3-2.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*Approve Final Pay Request to Rochon/Public Works Building**

MOTION was made by Nichols, seconded by Hafften to approve the final pay request to Rochon for the Public Works Building located at 6551 Utility Drive in the amount of \$30,571.33.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*RES 10-75/Adopt the 2011 Enterprise Funds Budgets**

MOTION was made by Nichols, seconded by Hafften to approve Resolution #10-75 to adopt the 2011 enterprise funds budgets.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*Approve Liesch Bid/Wastewater Chemical Feed System**

MOTION was made by Nichols, seconded by Hafften to approve the bid from Liesch for the wastewater chemical feed system in the amount of \$8,500 for engineering design and not to exceed \$4,500 for the construction phase of the project.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*RES 10-76/Adopt the Final 2011 General Fund Budget**

MOTION was made by Nichols, seconded by Hafften to approve Resolution #10-76 to adopt the 2011 general fund budget.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*RES 10-77/Adopt Public Works Uniform Policy**

MOTION was made by Nichols, seconded by Hafften to approve Resolution #10-77 to adopt the public works uniform policy.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*Approve 2011 Cleaning Contract rates/Skelly and Company**

MOTION was made by Nichols, seconded by Hafften to approve the Cleaning contract between the City and Skelly and Company for 2011.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*RES 10-78/Adopt the 2011 Compensation Plan and Benefit Package**

MOTION was made by Nichols, seconded by Hafften to approve Resolution #10-78 to adopt the 2011 employee compensation plan and benefit package.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

**\*Approve Pay Request #3 to Omann Bros/2010 Street Project**

MOTION was made by Nichols, seconded by Hafften to approve pay request # 3 to Omann Brothers for the 2010 Street Project in the amount of \$13,767.36.

MOTION CARRIED-VOTING IN FAVOR: BEYER, HAFFTEN, MARTINSON & NICHOLS.

### **Open Forum/Tim Lavanger**

Tim Lavanger of 7990 Meadowood Drive presented information to the City Council regarding the WWTP operations. Mr. Lavanger stated that he is willing to provide assistance as he has 25 years of wastewater treatment experience. The city council thanked Mr. Lavanger and asked him to continue providing input to our operator.

### **Mayors Report**

Mayor Beyer expressed his concern over the amount of snow cover on the fire hydrants. The mayor asked for input on how to best get the information out to the residents that the city counts on them to remove snow from the hydrants so they will be ready use in the case of a fire. Staff suggested that a flier be sent out to the Drummer that will reach all residents. This is already on the city's web site and government access channel 12 through Charter Cable. An email was sent out to those residents that have provided their email address to staff. Chief Reed suggested that a sign be installed at Vergin's Furniture store on Highway 55 and he will check into that.

### **Approve Initiative Foundation Grant/Promoting Business Stability**

MOTION was made by Hafften, seconded by Nichols authorizing staff to sign the contract for the Initiative Foundation Grant/Promoting Business Stability in the amount of \$2,500.

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

### **Administrator's Report**

The Administrator's Report included: \$9000 insurance dividend check received, eight new building permits valued at \$2,125,108.00, one first time home buyer, paid off a bond early and de-certified two of the industrial park TIF districts, lost two employees, 2011 fee schedule will be presented to council in January, fire inspections for commercial buildings, city website went down a couple of weeks ago, computer server crashed and staff is looking a different options to backup the system, park commission meeting on January 3<sup>rd</sup> at 6:00 pm with a full agenda – Rockford Boy Scouts want to host event for 2,000 Boy Scouts, MN Volleyball Assoc. to present spring and summer league information and Darcy Desens will present plans to connect trails with Wright County cities with some grant dollars.

The personnel committee will be meeting on December 28<sup>th</sup> to go over evaluations and make recommendations. All council members received copies of the employee evaluations and were asked to provide input prior to the meeting.

### **Fire Chief Report**

Chief Reed informed the city council that the department purchased two new infrared cameras that will be housed in the trucks. Reed stated that the cameras were

purchased with money made from the money raised at the Pancake Breakfast's. Reed was able to get the two cameras at a discounted price at the Fire Chief conference. Reed also informed the council that all of the fire trucks now have infrared cameras.

**Adjournment**

Motion to Adjourn was made by Hafften, seconded by Nichols.

Mayor Beyer adjourned the meeting at 7:20 p.m.

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Michael Beyer, Mayor

ATTEST:

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Nancy Carswell, Administrator