

Mayor Hafften called the **December 9, 2014** Regular Meeting of the Rockford City Council to order at 6:00 p.m. The meeting was held in the Council Chambers of City Hall at 6031 Main Street, Rockford, MN.

### **Roll Call**

Roll call was taken. The following Council Members were present: Hafften, Graner, Kesanen, Martinson and Wenz. Absent: none. Also in attendance were: Engineers Ward, Administrator/Special Counsel Madsen, Public Works Supervisor Peterson, Lead Streets Quirk, Lead Parks Desens, Finance Clerk Swendsen, Council Elect Buoy and Hill, and Deputy Clerk Etzel.

The Pledge of Allegiance to the Flag was given.

### **Public Hearing – Truth in Taxation**

Mayor Hafften opened the public hearing at 6:02 pm

Finance Clerk Jennifer Swendsen presented the proposed 2015 General Fund Budget and Tax Levy collectible in 2015.

In comparing the General Fund budget from 2014 to 2015 there is an increase of 10.03% or \$198,916.00 increase.

The Tax Levy from 2014 to 2015 is a 5.33% increase over current year or an increase of \$78,431.00.

Some of the proposed budget increases include: utility increase expected at 2-6%, workers comp/and liability insurance expected increase of 5%, employee wages, health and benefits are 16% and anticipated building inspection fees, contingency and transfers to other funds.

The general fund budget is made up of divisions: Administration with a proposed increase of \$10,828, Transfer to special funds increased \$41,609, Safety/police increased \$40,441, Streets increased \$41,766, Parks/library decrease of \$24,403 and contingency increased \$88,675 for a total increase overall of \$198,916.

The transfer of funds budget includes: historical society, seniors fund, HRA, street CIP, and public works/city hall CIP which is a total of \$318,000.00.

The 2015 general fund revenues were reviewed and compared to current year. Changes include: additional Local Government Aid which totals \$474,355 that is an increase of \$21,045, Fees/Licenses Misc. expected to increase by \$94,477, Interest/Transfers & Fiscal Disparities should increase \$141,658 - this has allowed the city to increase our budget with a minimal tax increase.

### **Summary:**

- A proposed 2015 Total Tax Levy increase of 5.33% or an amount of \$78,431 (down 1.2% from the 6.57% proposed in the preliminary budget)
- A proposed 2015 General Budget increase of 10.03% or an amount of \$198,916

Swendsen presented a budget and an option to reduce the Total 2015 Tax Levy increase of 5.33% to zero by reducing the 2014A GO Bond Rockford Mall Debt Levy from \$109,715 to \$31,284. The

2015 anticipated mall rent of \$138,875 could be used to fully or partially pay the 2014A GO Bond Rockford Mall 2015 payment. This leaves minimal funds for repairs, remodeling or build outs for mall tenants.

Mayor Hafften closed the public hearing at 6:16 pm.

**Hanover Athletic Association Recognition**

The Hanover Athletic Association presented the City with a large check of \$50,000 for the ice skating rink and Mayor Hafften presented the Hanover Athletic Association with a recognition and thanked them for their generous donation.

**Approve Consent Agenda/Set Agenda**

**MOTION** was made by Martinson, seconded by Wenz to approve all items on the consent agenda 4.A. to 4.J., removing item 4.G. RES/2015 Worker's Compensation for further research and set agenda items 5.A to 5.C.

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

**\*Approve Regular Council Minutes/November 25, 2014**

**MOTION** was made by Martinson, seconded by Wenz to approve the minutes of the November 25, 2014 Regular Council Meeting.

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

**\*Approve Payment of Claims**

**MOTION** was made by Martinson, seconded by Wenz to approve the payment of claims #24042 to #24097 in the amount of \$156,829.82.

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

**\*Approve November 2014 Building Permits**

**MOTION** was made by Martinson, seconded by Wenz to approve the November Building Permits #14-140 to #14-146.

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

**\*Pay Request #3/Rockford City Center Mall Facade- KUE Contractors, Inc.**

**MOTION** was made by Martinson, seconded by Wenz to approve Pay Request #3 for the Rockford City Center Mall façade project to KUE Contractors, Inc. in the amount of \$138,041.00.

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

**\*Pay Request #6/Wastewater Treatment Facility Improvements – KHC Construction, Inc.**

**MOTION** was made by Martinson, seconded by Wenz to approve the Pay Request #6 for the Wastewater Treatment Facility Improvement project to KHC Construction, Inc. in the amount of \$189,078.00.

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

**\*Pay Request #7/2014 Utility Improvement Project – LaTour Construction, Inc.**

**MOTION** was made by Martinson, seconded by Wenz to approve Pay Request #7 for the 2014 Utility Improvement project to LaTour Construction, Inc. in the amount of \$247,033.53.

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

**\*Closing City Hall/Wednesday, December 24, 2014**

**MOTION** was made by Martinson, seconded by Wenz to approve closing City Hall on Wednesday, December 24, 2014 and staff shall use four hours of vacation time, compensation time or choose not to get paid.

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

**\*Purchase Jim Thome Park Bleachers**

**MOTION** was made by Martinson, seconded by Wenz to approve the purchase of two sets of TSA 5-21 bleachers from Outdoor Aluminum, Inc. for a total of \$6,612.

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

**\*Resolution #14-57/Approve 2015 Fire Department Officers, Fire Relief Board Members & Roster**

**MOTION** was made by Martinson, seconded by Wenz to approve Resolution #14-57 approving the 2015 Fire Department Officers, Fire Relief Board Members and Roster for the Rockford Fire Department.

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

**Rockford City Center Mall/Rental Space – Rockford Lion’s**

Rockford Lion’s Member Scott Holum presented a PowerPoint presentation regarding the Rockford Lion’s history and involvement in the community. In the 1970s the Lion’s donated the Lion’s Building located in Riverside Park to the City of Rockford. This fall the Lion’s Building was demolished and the Lion’s lost their meeting space. The rent proposed for the space at the

Rockford City Center Mall would cost the Lion's about \$792 year. This would be \$792 not being donated back to the community.

The Lion's had a handout they presented to Council requesting:

- Free rent at the Rockford City Center Mall on the 2<sup>nd</sup> and 3<sup>rd</sup> Monday of each month
- Work with the City to change the name of the "community room" at the mall to be "The Lion's Den"

The City Council will meet with the Lion's at a future workshop meeting to consider their proposal. A special workshop will be scheduled prior to the regular December 23<sup>rd</sup> meeting.

Council Member Graner suggested the City consider naming the proposed Riverside Park shelter after the Lion's.

Council Member Martinson would like to see the lion water fountain fixed and placed in the park.

### **Riverside Park/Ice Skating Rink Shelter**

The generous donation received from the Hanover Athletic Association of \$50,000 has allowed the City to purchase a warming house. Administrator Madsen stated staff has been reviewing options for a warming house. After review, and given the cost, modifying a storage shed appears to be the most cost-effective option with the best long term benefit and appearance.

Based on review, a 12 x 24 foot shed will offer plenty of room for people to warm up and put on their skates, while not being too big for the location. The door needs to be three feet with a lever handle for ADA purposes. Staff envisions the long side of the warming house facing the rink, and therefore may want to include windows on the shorter sides of the warming house as well. These windows would not only be for appearance, but would allow for people to see while driving by to cut down on vandalism and break-ins.

The Park Board reviewed different companies and shed options and recommended ordering the shed from The Shed Shop. The shed would likely take 4-6 weeks to be delivered, but staff could pressure them to expedite the process.

As an additional matter, once the shed arrives we would need to insulate the interior walls and put rubber down on the floor. Staff will also need to build benches and cubbies for people's shoes and what not, but this should take less than a day to complete.

**MOTION** was made by Martinson, seconded by Wenz to purchase a 12 x 24 shed as discussed from The Shed Shop for a cost not to exceed \$15,500.

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

### **Wright County Sheriff Update**

Deputy Adam Fournier stated it has been quiet around town. There was a homeless person living under the bridge that has been moved to another location – there are no shelters in Wright County. Also to remind residents that snow season parking is in effect.

**Resolution #14-58/Adopt 2015 General Fund Budget and 2014/2015 Tax Levy**

Finance Clerk Swendsen reviewed some of the high lights from the Truth in Taxation hearing earlier this evening. The total levy is \$1,547,369.00 or a 5.33% increase from last year.

**MOTION** was made by Martinson, seconded by Graner to approve Resolution #14-58 adopting the final General Fund Budget and 2014/2015 Tax Levy of \$1,547,369.00.

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

**Administrator's Report**

Administrator's update included: architect bids for the Riverside Park shelter, Rockford City Center Mall: mall façade nearly done for the year, sign policy has been given to the tenants, signs have been ordered for about half of the tenants, awnings are being installed and the goose neck lights will be installed next week. Next spring a process will be done to the mall façade to easily allow the removal of graffiti paint and installation of landscaping will be done.

**Engineer's Report**

The Engineer's report included the following:

- WWTF – construction continues: underground electrical, sewer piping & water services have been completed under pavement area, Class 5 grade and the 1<sup>st</sup> lift of asphalt paving is complete, UV Building walls & roof have been installed, Chemical Building walls have been installed, the new blower enclosures have been installed, new above ground fuel tank and above and below ground fuel piping and all related items have been installed and tested. Fuel tank related removals and excavations have encountered contaminated soils as previously discussed. The extent of petroleum contamination appears to extend beyond the fuel loading and tank location – excavation of the contaminated soils is now complete and the total change order cost for the excess material excavation was \$19,088. Staff is working with the MPCA to determine the amount that may be eligible for Petrofund reimbursement and the next steps for completing the Limited Site Investigation (LSI) that is required.
- 2014 Utility Improvement Project – the Contractor has been taking care of punch list work on-site with the remaining items being addressed in the spring. The laterals lining will continue on December 4<sup>th</sup> and hopefully be completed if the weather cooperates. A pay request is expected in January with a final payment in the spring once all the punch list items are completed. The streets will be repaired in the spring. In 2016 Maplewood Manor will have the streets fog/sealed and in 2020 a mill and overlay is planned with an assessment to the affected property owners for this portion.
- Well Head Protection Plan – the draft part 1 has been reviewed by staff and will be submitted to the MDH in December.
- 2014 Flood Repairs – staff is working with FEMA on reimbursement.

**Council Reports**

Martinson – new decoration look nice, Crow River Christmas event was very nice – the choir sang all day and the Lion’s paid for the buggy rides given at the Stork House.

Graner – Rockford Fire Department Toy Drive needs toys – most locations will be picked up on Friday, December 19<sup>th</sup> with a distribution on December 21<sup>st</sup>.

Kesanen – noted they have 50 more families for the Toy Drive than last year.

Hafften – nothing to report.

Wenz – nothing to report.

**Open Forum**

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

**ADJOURNMENT**

**MOTION** was made by Graner, seconded by Wenz to adjourn the meeting.

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

Mayor Hafften adjourned the meeting at 7:41 p.m.

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Renee Hafften, Mayor

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Audra Etzel, Deputy Clerk