

NOTES FROM A PERSONNEL COMMITTEE MEETING HELD WEDNESDAY, MARCH 10, 2010 – ROCKVILLE CITY HALL – 6:30 P.M.

The meeting was called to order by Chair Randy Volkmuth. Roll Call was taken and the following members were found to be present: Chair Volkmuth, Mayor Hagen, Susan Palmer & Duane Willenbring. Absent: Bill Becker. Also present: John Koerber & Jerry Schmitt.

Also present: Administrator/Clerk Rena Weber, 2nd Assistant Chief Rick Hansen, Assistant Fire Chief Don Simon & Jim Hartung.

Unfortunately the Fire Department was called to respond to a structure fire.

Chair Volkmuth reported that he had called Ralph Walz to set up a meeting to discuss the issue regarding cameras/taping and Ralph Walz did not want to attend. Ralph Walz informed Chair Volkmuth in a phone conversation the following:

- ◆ There were cameras installed in the Chief's office with motion sensors
- ◆ There were a series of tapes and that the city was made aware of this when he installed them
- ◆ Recordings did take place in the chief's office
- ◆ If the city wants the recording equipment the cost is - \$800 to \$1000

Randy Volkmuth, Duane Willenbring & Rena Weber were told there were no tapes just fake cameras.

It was determined that the city attorney needs to be consulted first.

ADJOURNMENT – Meeting adjourned at 6:55 p.m.

Submitted by Rena Weber
Administrator/Clerk

**NOTES FROM A PUBLIC WORKS COMMITTEE MEETING HELD WEDNESDAY,
MARCH 10, 2010 – 5:00 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Mayor Hagen. The following members were found to be present: Mayor Hagen, Council Members John Koerber, Jerry Schmitt, Randy Volkmuth & Duane Willenbring. Absent: Bill Becker

Staff Members present were: Rena Weber-Administrator/Clerk, Rick Hansen-Public Works Director & Engineer Scott Hedlund.

Others present: Dan Hansen

CYPRESS COURT TRAIL – Rena Weber updated the Committee on where the ownership sits regarding the bike/pedestrian trail. The Honer's officially are not owners of the property as of 12/28/09 and Peggy Adamson is the owner. The agreement has been changed to reflect this change and includes the mortgage company – Chase for Ms. Adamson.

DAN HANSEN – Dan Hansen was present to request deletion of the LOC.

- ◆ Mr. Hansen claims he did not even sell \$750 worth of gravel in 2009 and that was the yearly cost.
- ◆ Knife River drove over the road during the construction
- ◆ Dan would like to push the dirt back, leave some in the center and get rid of it

Member Volkmuth voiced concern that he needs to follow the requirement of the IUP. Further the gravel industry will come back so he is not in favor of releasing the LOC.

LOC - \$25,000 to reclaim and \$50,000 for road

Dan Hansen has bid from Minnerath Construction to reclaim it, but he would like to do it himself. He has not seen any refrigerators.

Discussion was held regarding the City could use gravel up to \$750.00 and keep a running tab.

Member Volkmuth stated that he understands how a LOC works which is 1% of the amount of the LOC or \$750 per year in this case.

Dan Hansen asked approval to lower the amount to \$25,000 for restoration purposes.

The following was determined

- ◆ Sign an agreement – city will purchase \$750 of gravel – keep a running tab.
- ◆ Keep the LOC at \$75,000
- ◆ Price for gravel to be negotiated before final approval – Rick to get prices
- ◆ Rena to draft up advance and email the numbers to members
- ◆ Change to Dan Hansen's name only

Motion by Member Volkmuth, second by Member Willenbring, to recommend advance of \$750.00 to the First National Bank to cover the cost of the LOC at \$75,000 and further to draft an agreement with Mr. Hansen citing the specifics of the agreement and keeping a running tab at the agreed upon price. Motion carried.

(Need to determine the length of LOC – one year, two years, and five years)

TELEMERY BID –Rick Hansen presented two bids for an alarm monitoring system for pump house #Well 4 & 5.

Quality Flow – is run off a cell phone \$2,575 plus there is a \$30.00 month fee

Automatic Systems – will tie into our system \$4653.00 and will tie into their computer in the future It has the capability of expanding where the Quality Flow does not. Further it monitors the water tower and there is no on-going maintenance charge.

Motion by Member Willenbring, second by Member Koerber, to recommend awarding of the Automatic Systems bid and further to use funds from the Designated funds for machinery and equipment which has \$13,000. Motion carried.

PLEASANT LAKE LIFT STATION – Rick Hansen reported the Pleasant Lake lift station would not stop running and he had to run it by hand on Saturday night two weeks ago. This has been going on for some time and finally the problem died a slow death. The intrinsic barrier (electronic part) needed to be replaced so there will be a bill for coming out on a weekend from Automatic Systems.

Member Koerber asked that Rick check the warranty which may be only a one year warranty.

JACK KIPKA – Member Volkmuth voiced concern that we may still need a utility easement from Jack Kipka to install a sewer line to the former Van Lith property and this needs to be signed within the next 30 days. Rena to draft an easement for signature and recording.

2010 ROAD PROJECTS – Scott Hedlund and Rick Hansen presented a break down of costs for potential street improvement projects that were ranked and also listing the number of parcels affected by the improvement.

Rena Weber reported that the Pleasant Lake Public access project has now been approved by MNDOT and federal representatives.

Also, County Road 47 is being looked at for special lighting at the intersection alerting travelers on Highway 23 that a vehicle is approaching the intersection.

260th STREET – members who viewed this did not think it was as bad other streets. A question was asked if we could defer this street to a later date. Rena Weber reported that St Joseph Township meets on 3/29/10 and urged members to attend the meeting.

Discussion was held regarding:

a) The amount of money available without bonding

\$115,000	Cash in Fund 215
56,000	Water tower Rent for 2010
62,487	Levied
12,250	– Council designated funds
15,740	– Hwy. Street designated funds
<u>68,500</u>	– Hwy Street designated funds
\$329,977	

b) Bonding and Assessing

c) Public hearing process

Tamarack – is in pretty bad shape – \$92,063

Lena Lane – has been patched already

Lake Road – CR 47 to Lena Lane – \$298,777

Member Volkmuth had volunteered to visit with the residents on 80th, 81st and Holly and suggested using a cost of \$30.00/ft with the City picking up \$6000 of the cost due to the wetland property on the east side of 80th Avenue that would not benefit.

Minus \$100,000 – to St. Joe

\$165,000 in projects

Patch Lena and Lake Road – no assessments because of previous assessments

Duane Willenbring and Mayor Hagen to go to St. Joseph Twp. meeting on 3/29/10.

Rick Hansen is to look at Lake Road and estimate how much it would cost to patch the road.

ADJOURNMENT – Meeting adjourned at 6:31 p.m.

Submitted by Rena Weber
Administrator/Clerk

2009 Rockville Santa Day Summary

Sunday, Dec. 6, 1:00 – 3:00

Held at the Rockville Fire Hall

- We sent flyers home with the kids at John Clark School, and distributed flyers in the Pleasant Lake area. A notice of our Santa Day also showed up in the St. Cloud Times.
- We ended up with 140 kids this year. (double the amount from last year) We prepared 120 registrations bags (each had a juice box, cookies, candy cane, stickers, snowman tablet, marshmallow treats) We quickly made up about 25 more smaller bags with whatever we had left.
- 120 lbs. of food & \$17.00 cash were collected for the food shelf.
- The kids signed in at the registration table (for door prizes), got their goody bag, went to see Santa and get their picture taken, and then went out into the bigger room for games & prizes, and to see the fire trucks and ambulance.
- We had 4 games set up, all with prizes for everyone.
- Mike Hoffman also had a table set up showing some safety issues kids should be aware of.
- Brian Herberg was Santa again this year, handing out coloring books to all the kids.
- Seven door prizes were given out (Christmas Stuffed Animals).
- The Rockville Royalty helped us work the games, along with the Park Board and their families.
- Bruce Conrad took the wonderful pictures again.
- Total expenses for this year were \$437.94

Breakdown on costs: \$ 150.70 Oriental Trading (prizes)
\$ 97.89 Sam's Club (juice, cookies,
candy, candy canes)
\$ 12.87 Red paper for flyers
\$ 51.48 Door prizes for next year
\$ 50.00 Bruce Conrad (towards printer)
\$ 75.00 Bruce Conrad (to cover ink and
paper) He donates his time.

We did like having it at the Fire Hall, but should it be there every year??

Rockville Park & Rec. Board

Rockville Park & Recreation Board

Minutes of Feb. 4th, 2010 Meeting

Meeting called to order at 7:00pm

Present: Scott, Lori, Steve, Dale, John, Paul

1. Dec. meeting minutes were reviewed and approved with a motion by John and a second by Dale. (There are no Jan minutes, as we did not meet in Jan. 2010)
2. No Nature Trails meeting were held in Jan. or tonight - so no updates.
3. Lori did an overview of Santa Day, along with a summary attached to the minutes. We discussed the location we had this year, and all agreed we liked it at the Fire Hall. Kids always like to see fire trucks. We will also stay with the first Sunday in Dec. again for next year. (Which would be Dec. 5, 2010)
4. John said that Kohl's does sponsorships of events geared towards kids, with up to \$500.00 for each event, and they have shown interest in helping us with Santa Day or the Easter Egg Hunt. We will follow up on this!
5. Paul brought up a request for the PLAHA (Pleasant Lake Area Homeowners Assoc.) to have a table set up at our events for donations for the PLAHA Fireworks fund. Scott made a motion that this could be done at Santa Day and the Easter Egg Hunt events, with a second by Dale.
6. Summer Ball Program update: Steve did purchase a new chalker (& accessories), but still needs to find somewhere to buy the chalk. Registration sign-up is set up for Sat. March 27th from 9:00-10:30am. We will keep the fees the same as last year. We will need some extra workers for the SB tournament July 9-11. We are in need of new batting helmets. Scott will check into the Stearns Elec. Round-Up grants to help with this expense. John will also check into a grant that Stearns Bank offers. We will need more ag lime brought in. We also need to purchase bat holders for the dug outs at Lions Park. The outfield fence protector was never completely finished at Comm. Ball Field.
7. Easter Egg Hunt: Is set for Sat. April 3rd at 10:00. We will plan for 200 kids, since we ran out of supplies last year. We will plan more at our March meeting. For our April 1st meeting we will meet at the old Pleasant Lake City Hall at 6:00, and along with our regular meeting we will stuff eggs, and make up the prize bags.

8. Scott will check into the job description for the Summer Ball Program coordinator.
9. Next meeting we will also look over our by-laws, and see if any changes are needed with them.
10. Went over the budget items on the print out from the city.
11. There are some lights at Community Park that will need replacing before next years skating season.
12. The paths around Community Park and the one by Cypress will need overlays in the near future. We need to see if this is our responsibility or the city's street department, since they are also the sidewalks.
13. Dale said there will be a small bill for the repair of the choke cable on the tractor at Lions Park.
14. Motion to adjourn by Lori, with a second by John.

Meeting adjourned at 8:45pm

Next meeting is Thurs. March 4, 2010, at 7:00pm at City Hall

(Nature Trails meeting preceding it at 6:00)

Respectfully submitted by Lori Anderson

Rockville Park & Recreation Board Minutes of Dec. 3rd, 2009 Meeting

Meeting called to order at 7:00 pm

(There was no Nature Parks & Trails meeting preceding this meeting)

Present: Scott, Lori, Steve, Dale, John, Paul

1. November meeting minutes were approved with a motion by Dale and a second by John.
2. Scott, Lori & Paul did go to the Rocori Trail meeting Open House on Nov. 19th. It was beneficial to get up to date on the progression of the Rocori Trail. It is a slow process, but things are happening.
3. Santa Day: We will set up on Sat (Dec. 5) at 9:00am. We should have enough workers for Sunday. Mike Hoffman (Emergency Service Dir.) will also have a display table set up at the Fire Station. There was a small article in the Times today about our Santa Day, so hopefully we won't get triple the amount of kids we are planning for. Scott did confirm with Bruce C. to be there to take the photos. Flyers were sent home with the kids at John Clark School & also distributed in the Pleasant Lake area. Brian H. will be Santa!
4. "Friends of Sauk River" are planning a Paddling Event on June 26. They would canoe from Eagle Park to Antons, leaving their vehicles at Antons for the end. We decided there would be no rental fee, but a deposit of \$50.00 would be required, and then returned if no damage or garbage left behind.
5. Rockfest: Scott went to their Mon. night meeting. They would like to try to do everything at the Comm. Softball Park. Our biggest concern with this would be the parking. Home runs and foul balls from the SB tourney could also be an issue. This area also used to be used for end of parade parking. The SB tourney will go until around 7:00, so they could set up for the band along the fence line. If rainy this could be a muddy area. Everything would also have to be cleaned up and ready to play ball again by 8:00 the next morning.
6. Lions Park Ice Rink: Last month we decided to try a sand point, but that did not work either. Scott had another idea to move the rink to the NE end where there is a well & parking. We all thought this idea was great. Lori made a motion to spend up to \$1500.00 to get this area rink ready, with a second by Paul. Later we found that this well has been sealed up. So no rink for this year!
7. Scott put together a list of the "State of the Parks" for 2009 to present to the council. This included: new grass in outfield, dedication of tree & field, soccer goal posts, designated funds to re-pave the walking path, kept ice rink open, stone benches & table in Eagle Park, demo garden, first informational sign, annual Easter Egg Hunt & Santa Day (this year at the Fire Hall), buckthorn removal, 70 kids in Ball

Program, Kiddie Tractor Pull at Rockfest, and added three new members to the Park Board.

8. This information will also be in the Jan. newsletter. We will also put in the date for the Summer Youth Ball Program sign up, which will be on Sat. March 27, from 9:00 – 10:30.
9. Lori made a motion for Steve to spend up to \$400.00 on getting a chalking machine and line marker. This was second by Dale.
10. The snow fence in Lions Park has been fixed for the third time. Are kids pushing it over? They used some different posts this time.
11. Motion to adjourn by Steve, seconded by Dale with a third by John.

Meeting adjourned at 8:52 pm.

Next Meeting is Thurs. Jan. 7th, 2010

(Note: This Jan. meeting was cancelled and not rescheduled.)

So now the next meeting is Thurs. Feb. 4th, 2010, at 7:00 pm

Respectfully submitted by Lori Anderson