

**MINUTES OF A REGULAR CITY COUNCIL MEETING HELD WEDNESDAY,
JANUARY 15, 2014 – 6:00 P.M. - ROCKVILLE CITY HALL**

The meeting was called to order by Mayor Jeff Hagen. Roll Call was taken and the following members were found to be present: Mayor Hagen, Council members Susan Palmer, Don Simon, Randy Volkmuth and Duane Willenbring. Absent: None

Staff members present were: Administrator/Clerk Rena Weber & Public Works Director Kevin Brown.

Others present were: Tудie Hermanutz, Sgt. Jon Lentz, Rick Tallman, Paul Wirth & Scott Stenseth.

ADDITIONS – Motion by Member Volkmuth, second by Simon, to approve the additions to the agenda for discussion purposes only.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

OPEN FORUM – No one came forward.

CONSENT AGENDA – Motion by Member Volkmuth, second by Member Palmer, to approve the consent agenda as presented:

- a) Approve minutes of 12/18/13
- b) Approve Treasurer's Report of 1/15/14
- c) Approve List of Bills and Additions

Accounts Payable CK #014946 to 015011	\$561,503.42
Payroll CK #00004615 to 004636	14,697.02
EFT #000784 to 000793	8,371.80
- d) Approve 2014 Fees and Calendar
- e) Approve Reimbursement Resolution No. 2014-01
- f) Park & Rec Concession Stand 3.2% liquor license May 1 thru October 30, 2014
- g) St. Joe Vol Firefighter Relief Assn Raffle at 400 Club 4/25/14

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

BOARD/STAFF REPORT

POLICE REPORT – Sgt. Jon Lentz was present to report that there were 40 contract hours during the month of December with 4 citations.

FIRE DEPARTMENT RFA – Member Palmer reported that Human Resources met this evening and recommend Tim & Keith Massmann as interim 1st & 2nd Asst. Officers of the Fire Department for 3 months.

Motion by Member Palmer, second by Member Volkmuth, to approve the appointment of Tim & Keith Massmann as interim 1st & 2nd Asst. Chiefs for the Fire Department for 3 months.

AYES: Hagen, Palmer, Volkmuth & Willenbring.

ABSTAINING: Simon

Motion passed on a 4 to 0 vote.

PARK & RECREATION – Scott Stenseth presented the year end report for Park & Recreation and is hereby attached and marked Exhibit A.

NEW BUSINESS

ANNUAL APPOINTMENTS – Motion by Member Volkmuth, second by Member Simon, to approve the annual appointments as presented:

**ANNUAL APPOINTMENTS
2014**

1. ENGINEERING FIRM - SEH
2. OFFICIAL NEWSPAPER – *Cold Spring Record*
3. OFFICIAL DEPOSITORY – Granite Community Bank, Plaza Park Bank, Morgan Stanley Smith Barney, Bremer Bank, & 4M Fund
4. ACTING MAYOR – Randy Volkmuth
5. AUDITOR/ACCOUNTANT – KDV
6. ATTORNEY – Rinke Noonan
7. WEED INSPECTOR – Mayor Jeff Hagen
8. ASSISTANT WEED INSPECTOR – Kevin Brown
9. COUNTY AGRICULTURAL INSPECTOR – Bob Dunning
10. PROCESS SERVER – Stearns County Sheriff’s Department

**AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.
Motion passed on a 5 to 0 vote.**

COMMITTEE ASSIGNMENTS 2014 – Motion by Member Volkmuth, second by Member Willenbring, to approve the 2014 Committee as discussed:

PUBLIC WORKS COMMITTEE

DON SIMON

JEFF HAGEN

PERSONNEL COMMITTEE

JEFF HAGEN

SUE PALMER

PARK & REC BOARD

SCOTT STENSETH

LORI ANDERSON

RICK TALLMAN

PAUL WIRTH

DUANE WILLENBRING - LIAISON

PLANNING COMMISSION

SUSAN PALMER – LIAISON

TONI HONER

JERRY TIPPELT

RICK TALLMAN

VINCE SCHAEFER

DALE BORGMANN

NEGOTIATING TEAM

DON SIMON

JEFF HAGEN

FINANCE COMMITTEE

RANDY VOLKMUTH

SUE PALMER – CHAIR

EDA

VERN SALZ

ED KARLS

DUANE WILLENBRING

DON SIMON

TRI-CITY CABLE

ROGER SCHMIDT

BRIAN MICHALSKI

ROCORI TRAIL

RICK TALLMANN

DUANE WILLENBRING

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.
Motion passed on a 5 to 0 vote.

DON SIMON CONTRACT – Rena Weber reported that annual approval is needed to continue the working contract the city has with Don Simon who checks the wells on weekends. Member Palmer reported that the Finance Committee reviewed this contract and recommends an increase of \$50.00 per quarter for Mr. Simon.

Mayor Hagen introduced the following resolution and moved for its adoption:

RESOLUTION NO. 2014-02

A RESOLUTION AWARDING A CONTRACT FOR SERVICES TO DON SIMON

WHEREAS, the City of Rockville has several wells and other water facilities that require inspection and service outside of regular hours City hours;

WHEREAS, Don Simon, a Council member of the Council for the City of Rockville is available and capable of performing said work; and

WHEREAS, the City has been unable to find another individual or company to perform these services, or make other arrangements for existing employees to perform these services for an amount equal to or less than the compensation requested by Mr. Simon.

NOW, THEREFORE, the Rockville City Council resolves as follows:

1. The Rockville City Council awards the contract attached hereto as Exhibit A to Don Simon, a Council member, on the terms and conditions contained therein including a \$50.00 per quarter increase in contract pay.

The motion for the foregoing resolution was duly seconded by Member Volkmuth with the following vote being taken:

AYES: Hagen, Palmer, Volkmuth & Willenbring.

ABSTAINING: Simon

Motion passed on a 4 to 0 vote.

RINKE NOONAN CONTRACT RENEWAL – Rena Weber reported there is an approximate 3% contract rate increase and was shown on the attached letter.

Motion by Member Volkmuth, second by Member Willenbring, to approve the renewal of Rinke Noonan's contract at the posted rates.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

COMMITTEE REPORTS

MAYOR REPORT - Mayor Hagen had nothing to report.

RTCB – Member Willenbring had nothing to report.

HUMAN RESOURCES – Chair Palmer reported the committee has met and recommends hiring Samuel Simon as the full-time Maintenance Mechanic at \$15.01 per hour effective 1/16/14.

Motion by Member Palmer, second by Member Volkmuth, to approve hiring Samuel Simon Full-time at \$15.01/hour effective 1/16/14.

AYES: Hagen, Palmer, Volkmuth & Willenbring.

ABSTAINING: Simon

Motion passed on a 4 to 0 vote.

FINANCE COMMITTEE – Chair Palmer explained that the committee had met previously with the Public Works Director and recommends expending up to \$150,000 for #1, 2 & 3:

1. Tandem Plow Truck	\$210,000	\$110,000	\$10,000
2. Toolkat/Bob Cat	\$ 44,268		\$24,500
3. White Chev Pick up		\$ 15,000	\$ 300
4. Motor Grader	\$305,000	\$100,000	
5. Single Axle Plow Truck	\$170,000	\$ 75,000	\$20,000

Kevin Brown reported on the following:

- 1) Tandem plow truck not for sale yet
- 2) Toolkat is being traded in \$24,500 and ordered new bob cat \$44,268
- 3) 2006 Chev ¾ ton 43,000 miles – Actual price was \$23,000 and the \$15,000 is being honored – Steve Bright (Granite City Cards) is writing the difference off. We wish to sell the '94 white truck.

Motion by Member Palmer, second by Member Volkmuth, to approve releasing \$150,000 from designated funds (101-43100) for the purchase of items 1, 2, & 3.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

Motion by Member Volkmuth, second by Member Palmer, to trade in the Toolkat to purchase and new Bobcat at \$19768.46 and further to approve the purchase of a 2006 Chev ¾ ton and also to approve the sale of the 1994 Chev truck.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

Member Willenbring stated that he noticed there is a request to purchase a motor grader – not on his watch is the city going to own a motor grader.

REQUEST TO CHANGE SNOW BIRD POLICY – Chair Palmer reported that there is a request to change the “snow bird” policy and this was discussed in length when the policy was developed. A change would affect every body not just the lakes area.

Motion by Member Volkmuth, second by Member Simon, to keep the policy as is.

AYES: Hagen, Palmer, Simon, & Volkmuth

NAYS: Willenbring

Motion passed on a 4 to 0 vote.

ADMINISTRATOR'S CORRESPONDENCE

2013 DESIGNATED FINAL REQUESTS AFTER FD PURCHASES & EMS REQUEST– Due to the late presentation of bills for the Fire Department staff created an updated list for approval. Also the EMS Director requested a change due to the late delivery of sirens.

Clean up for Fire Department Expenses:

101-42200-220 repairs Amend budget to \$19,500 leaving it \$93.87 –
 101-42200-292 Health Amend budget to \$ 0 moving \$5000 to Repair 220
 101-42200-332 Training Amend budget to \$2,464.89 moving \$4500 to Repair 220
 101-42200-541 Truck Equipment – still designate \$12,000 to new balance of \$23,825.00
 202-45122-34771 Rocori Trail – Designate the balance from the \$29,000 to \$28,232.67 for Rocori Trail.

2014 Budget – to transfer \$470.00 from E408-4512-361 General Liability Insurance to 101 (We closed fund 408 Annual Event at year end 2013)

Emergency Management Mike Hofmann 1/15/14

Funding: Designated fund & 2014 Machinery & Equipment for siren replacement

Back on 6/10/13 I did a request for council action and received approval to purchase sirens but I didn't purchases the sirens until 1/03/14 so I am requesting to do a budget amendment.

The total cost of the sirens \$27,987.90

2014 Budget E 101-42500-540 Machinery & Equipment \$3800.00

Designated fund \$ 24,187.90 (Current designated balance \$34,762.00)

\$27,987.90

2014 Budget amendment \$27,987.90 E 101-42500-540

Motion by Member Volkmuth, second by Member Palmer, to approve the above requests as stated.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

C. CHANTAKAMMY REQUEST TO INCORPORATE A CRUSHER AT HIS BUSINESS – KC AUTO. Rena reported that C. wishes to incorporate a crusher as part of his business at KC Auto. This was presented to the Planning Commission via e-mail to see if anybody had concerns, no one did. Rena also pointed out that APS added a crusher some time ago and we have never heard any complaints there.

Member Palmer was okay with it, but we should set some conditions such as he can't accumulate no more than so many vehicles in the lot.

Member Willenbring stated this is a change in CUP and requires a hearing.

Motion by Member Volkmuth, second by Mayor Hagen, to send this back to the Planning Commission for their input.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

ADDITION TO PUBLIC WORKS

Public Works Director Kevin Brown requested approval to purchase new tools for the shop at \$2500. This would come from 101-43100-540 and he would purchase a full tool set of Craftsman tools at \$1200 plus more tools to replace tools on the utility trucks. He will go to Unclaimed Freight in Milaca to buy hammers, mallets, chisels, longer screw drivers, etc.

Motion by Member Willenbring, second by Member Palmer, to approve purchases up to \$2500. as presented.

AYES: Hagen, Palmer, Simon, Volkmuth & Willenbring.

Motion passed on a 5 to 0 vote.

OPEN FORUM

ADJOURNMENT– *Motion by Member Volkmuth, second by Member Willenbring, to adjourn the meeting at 6:51 p.m. Motion carried.*

**VERENA M. WEBER
ADMINISTRATOR/CLERK**

**JEFF HAGEN
MAYOR**

EXHIBIT A

2013 Year in review from your Rockville Park and Recreation Board.

The winter of 2013 was great for making ice; our rink at Community Park was iced most of the season and heavily used. I would like to thank the City Employee's and volunteers that braved the cold and iced the rink. We had our first annual Winter Fun Fest last year with snow sculptors, bonfire and of course skating. Our 2nd annual Winter Fun Fest will be Saturday February 22nd from 1:00 to 3:00. This summer we were able to put sand in the hockey rink; this will allow us to use it during the summer as a volleyball court. This was at no cost to the city.

In spring we again had our annual Easter Egg Hunt, the weather was a little cool but we still had over 200 participants. We also collected about 200 pounds of food for the Cold Spring Area Food Shelf. This year's Easter Egg Hunt will be Saturday April 19th at 10:00 am at Lions Park.

Again lots of Activity at Eagles Park this past year, we added a dock to assist canoeist in and out of the river. We continued to adding more native plants. We added signage both in and out of the park, Dozens and dozens of educational tours for school field trips and civic groups were conducted and thousands of volunteer hours were spent on keeping up the Park. A reminder that the majority of this park has come from donations and grants as well as volunteering. A big thanks to John and Linda Peck as well as the entire Nature Parks and Trails group for implementing these projects.

The Summer Ball Program was again a great success with over 110 youths participating in Softball, Baseball and T-ball teams. Unfortunately we lost the Thursday Night Men's softball league, as we could not attract enough teams, but we still had teams in the men's over 35 league. Weather cooperated for the most part this year with very few rain outs. A big thanks to Bryon for putting so much into the Summer Youth Ball Program.

Signup for the 2014 season will be Saturday March 29th from 10:00 to 11:00.

During Rockfest we again sponsored the Tractor Peddle Pull with almost 70 youths participating.

We also completed the Rain Gardens at Lions Park, all at no cost to the City; we resurfaced the parking lot with crushed granite, a big thanks to Paul Wirth for spear heading these projects. Paul also coordinated with FEMA to get funds to clean up downed trees from our major summer storm.

In December we had our annual Rockville Santa Day, we again had it at the Rockville Fire Hall. We had over 135 participants, fun was had by all. We collected over 200 pounds of food for the Cold Spring Area Food Shelf along with 22 dollars in cash. A big thanks to the Rockville Volunteer Fire Fighters for letting us use the hall and for answering questions on all the equipment and Mike Hoffman for setting his electricity safety demonstration.

We lost a long time community leader from the Park and Rec. Board this year, John Koerber moved from the City and can no longer attend meetings. We would like to remind everyone that the Park and Rec. board is a completely volunteer committee. In the last year we have volunteered almost 400 hours of our time for events and projects that enhance the city. We also obtained several thousand dollars in grants for projects to enhance our Cities Parks. I would personally like to thank everyone on the Park and Rec Board for their dedication to making Rockville a better place to live.

2014 is going to be another big year for community events and projects. If you want to find a great way to get involved with and support your community, contact anyone on the Park and Rec. Board to see about joining. As always our meetings are the first Thursday of the Month at 7:00pm at City Hall.

In conclusion, I would like to thank the council for their support and ask to contact myself or anyone on the Park and Rec. board with any ideas or suggestions for Park and Rec.