

**ROCKVILLE CITY COUNCIL MEETING MINUTES**  
**November 16, 2016**  
**ROCKVILLE CITY HALL**

**Item 1) Call to Order**

**Item 2) Roll Call**

The meeting was called to order by Mayor Jeff Hagen at 5:00 p.m. Roll call was taken and the following members were present: Council Members; Don Simon, Rick Tallman, and Duane Willenbring. Council Member Susan Palmer arrived at 5:50 p.m.

Staff members present: City Engineer David Blommel w/SEH, Stearns County Sheriff Representative Victor Weiss, Planning Commission Chair Bill Becker, Public Works Director Nick Waldbillig

Others present were various members of the public.

**Recess to Work Shop**

2017 Budget

Assessment Policy

Reconvene Council Meeting at 6:00 p.m.

**Item 3) Pledge of Allegiance**

**Item 4) Approval/Additions of Agenda**

Addition to the agenda:

12) a. 3) City Hall carpet cleaning

14) a. City email accounts

***Motion by Willenbring, second by Tallman, to approve the agenda as amended. Motion passed unanimously.***

**Item 5) Open Forum (4) Minute Limit (No Sharing/Allotting of Minutes)**

- 1) Vince Schaefer, 541 Caroline Lane, commented on the proposed 2017 levy.
- 2) Rosie Steil spoke on behalf of the Rockville Veteran's Monument and presented City Council with a plaque in appreciation of the city's support of the monument project.
- 3) Jerry Tippelt, 12318 235th Street, questioned the Rocori Trail project and expressed his concerns.
- 4) Corey Schreifels, 12450 235th Street, expressed his concerns regarding the Rocori Trail project.
- 5) Bruce Conrad, 883 Prairie Drive, commented on several topics.

**Item 6) Approval Rockville City Council Minutes of October 19th, 2016**

***Motion by Palmer, second by Willenbring, to approve the City Council minutes of October 19th, 2016. Motion passed unanimously.***

**Item 7) Approval of Bills Paid**

There was a brief discussion held on the water meter invoice.

***Motion by Palmer, second by Simon, to approve the bills paid for October and November. Motion passed unanimously.***

**Item 8) Consent Agenda:**

- a) Approve of October/November 2016 Journal Entries
- b) Resolution 2016-41 Arcon Mitigation Agreement

***Motion by Palmer, second by Simon, to approve the Consent Agenda and Resolution 2016-41 Arcon Mitigation Agreement. Motion passed unanimously.***

**Item 9) Public Hearing 2017 Street Project – Dave Blommel, City Engineer**

Public hearing opened at 6:22 p.m. regarding the 2017 street project. David Blommel, presented the street project report. During the discussion held in the City Council's workshop meeting the list of 2017 road improvements were narrowed down to two roads: Sauk River Road (from County Road 139 to Glacier Road) and Lake Road (from County Road 47 to Lena Lane). Preliminary special assessments were discussed. Various residents from the community voiced their concerns and opinions.

Member Willenbring read a letter from resident, David Volkmuth, 25754 Lake Road who objected to the street improvement project.

After much discussion Mayor Hagen asked for any further questions, hearing none, the public hearing was closed at 7:12 p.m.

- a) Resolution 2016-47 Ordering Improvements 2017 Street Project

***Motion by Willenbring, second by Palmer, to approve Resolution 2016-47 Ordering Improvements 2017 Street Project for Lake Road and Sauk River Road.***

***Roll Call Vote:***

***AYES: Hagen, Palmer, Simon, Willenbring***

***NAYS: Tallman***

***Motion passed on a 4 to 1 vote.***

Member Tallman stated he does not approve of Rockville's special assessment policy.

**Item 10) Final Assessment 260th Street – Dave Blommel**

A Public Hearing will be set for the February 15, 2017 council meeting on the final assessment for 260th Street.

**Item 11) Department Reports**

- a) Sheriff's Report

Sheriff Deputy Victor Weiss reviewed with the Council the October 2016 written Sheriff's Report of the City of Rockville activity.

- b) Planning Commission

Chair Bill Becker presented the following:

- 1) Resolution 2016-42 Combining 2 Lots Import Motors

Re: Combining Lots Request

Owners: C Chanthakhammy dba Import Motors

PIN: 76.42146.0806, Property Address: Prairie Drive PIN:

76.42146.0807, Property Address: Prairie Drive

Combine Two (2) Adjacent Lot(s) Requested:

- 1. PIN: 76.41835.0004, Legal Description: Lot 006, Block 002 of Prairie Business Park
- 2. PIN: 76.41835.0003, Legal Description: Lot 007, Block 002 of Prairie Business Park

Relevant Information:

- 1. This property is located in a I-1
- 2. One of the Lots is a corner lot at the intersection of Prairie Drive and Prairie Court

3. No Public Hearing Required, no notices sent out

Recommendation: Approve

***Motion by Tallman, second by Simon, to approve Resolution 2016-42 Combining 2 Lots for Import Motors. Motion passed unanimously.***

- 2) Resolution 2016-43 Peter & Janet Schaefer/Shirley Tonnell Administrative Plat  
Re: Administrative Plat  
Re: (Schaefer) Parcel I.D. No. 76.41650.0700, Section 29, Township 123, Range 029  
AND: (Tonnell) Parcel I.D. No. 76.41650.0800, Section 29, Township 123, Range 029  
Owners: Peter and Janet Schaefer, 21725 County Road 8, Cold Spring, MN 56320  
AND: Shirley Tonnell, 21734 County Road 8, Cold Spring, MN 56320

Request: Peter and Janet Schaefer want to straighten out a property line issue with their neighbor Shirley Tonnell.

Relevant Information:

1. Property is zoned R-1
2. Property being transferred is less than 40 acres
3. This split does not require a public hearing since they are re-aligning property lines and not creating more than two lots

Recommendation: Approve

***Motion by Simon, second by Willenbring, to approve Resolution 2016-43 Peter & Janet Schaefer/Shirley Tonnell Administrative Plat. Motion passed unanimously.***

c) Administration

- 1) 2017 Budget

The 2017 budget will be finalized in the December council meeting. Currently the projected budget of 120% has been lowered to 107%.

- 2) Resolution 2016-44 Canvassing the 2016 Elections

***Motion by Hagen, second by Simon, to approve Resolution 2016-44 Canvassing the 2016 Elections. Motion passed unanimously.***

- 3) Special Assessment RE: Tax Forfeiture Property PIP Consensus

Brief discussion was held on considering a 10 year assessment payback (at a higher percentage rate) on a PIP tax forfeited property as opposed to the current 5 year assessment payback requirement. Formal action will be taken once paperwork has been received.

- 4) Resolution 2016-45 Certify to 2017 Tax Rolls - Outstanding Bills & Invoice

***Motion by Palmer, second by Willenbring, to approve Resolution 2016-45 Certify to 2017 Tax Rolls - Outstanding Bills & Invoice. Motion passed unanimously.***

- 5) Revisit the Assessment Policy

Item will be reviewed in the next council meeting.

- 6) Resolution 2016-46 RTCB

Rocori Trail subdivision Phase II changes the ownership from the railroad over to the Rocori Trail. All easements will remain with the property.

***Motion by Palmer, second by Willenbring, to approve Resolution 2016-46 RTCB.***

***Roll Call Vote:***

***AYES: Hagen, Palmer, Tallman, Willenbring***

**NAYS: Simon**  
**Motion passed on a 4 to 1 vote.**

- 7) Request to vacate City right-of-way, cabin at Lions Park

Public Hearing will be set for December to fulfill the request to vacate the City's right-of-way (cabin) at Lions Park.

- 8) Water Pressure and GPM Guidelines

Discussion held on establishing guidelines for the public works department to investigate homeowner's water pressure issues. The gallons per minute (GPM) should be 5-10 from the curb box (meter) to the home.

- d) Public Works

- 1) MDH Water Report FYI

**Item 12) Council Action:**

- a) Appropriations, Allocations and Transfers

- 1) Update on 401 Oak Street, it was reported that the structure has been removed.

- 2) 25814 Lake Road Nuisance Building

Council held discussion on the property. No permit has been pulled at this time. Council advised to contact property owner for an update, and post pone any further action for additional month.

- 3) City Hall carpet cleaning

Council agreed to proceed with cleaning of City Hall carpets.

- 4) City email accounts

Discussion held on whether to use city provided emails or personal email accounts.

**Item 13) Mayor/Council Reports**

Nothing to report.

**Item 14) Other**

**Item 15) Open Forum (4) Minute Limit (No Sharing/Allotting of Minutes)**

Corey Schreifels, 12450 235th Street, commented on the RTCB.  
Jerry Tippelt, 12318 235th Street, commented on the Rocori Trail.

**Item 16) Adjourn**

***Motion made by Hagen, second by Tallman, to adjourn the meeting at 8:39 p.m. Motion carried.***

**Respectfully Submitted**

***Martin M. Bode***  
***City Administrator***