

**ROCKVILLE CITY COUNCIL LAST MONDAY OF THE MONTH MEETING MINUTES**  
**January 27, 2020**  
**Rockville City Hall**

**Item 1) Call to Order**

The meeting was called to order at 9:00 a.m. by Mayor Duane Willenbring.

**Item 2) Roll Call**

Roll call was taken and the following members were present: Duane Willenbring, Bill Becker, Brian Herberg, Jerry Tippelt, and Don Simon.

Staff members present: City Administrator, Martin Bode and Public Works Director Gene VanHavermaet.

Others present: Cold Spring Record, Paul Hetland.

**Item 3) Additions/Approval of Agenda**

Council members requested adding the following to the Agenda under Item 10) Other:

- Agate Beach Road R-O-W
- Stickney Hill
- Highway 23 J-turn
- Workshop
- Council Leave
- Fire Department
- SCADA
- City Facebook
- Postal Addressing

***Motion by Herberg, second by Simon, to approve of the agenda with the additions. Motion carried.***

**Item 4) Public Comment**

None presented.

**Item 5) Fund Balance(s)**

Administrator Bode informed the Council that Jason Murray with David Drown Associates (DDA) has completed his analysis of the City's enterprise funds and special assessment receivables as it relates to the sewer debt and if scheduling allows, he will present his report at the February 12, 2020 Council Workshop.

**Item 6) Road Past Capital Granite Between County Road 138 and State Highway 23**

Administrator Bode stated that MnDOT is claiming that the short connector road that runs past Capital Granite between County Road 138 and State Highway 23 was turned back to the City of Rockville in 2013. City staff, so far, has been unsuccessful in finding any legal documentation to support MnDOT's claim.

**Item 7) Street Sweeper**

Director VanHavermaet noted that with the increase in streets in the City of Rockville that require street sweeping it might be prudent for the City to consider purchasing their own street sweeper as opposed to hiring the sweeping done on an as needed basis.

**Item 8) Employee Policy Manual**

Council reviewed various minor updates that are needed for the employee handbook.

**Item 9) RTU Committee**

Member Herberg reported that the Roads-Trails-Utility (RTU) Committee will be meeting Saturday the 1<sup>st</sup> of February.

## **Item 10) Other**

- Agate Beach Road R-O-W

Administrator Bode informed the Council that the property owners on the North side of Agate Beach Road (Glenn Family Trust) are again considering subdividing/platting their property. If and when they decide to actually subdivide it would be a good time for the City to straighten out some of the Right-of-Way (R-O-W) issues on Agate Beach Road. Bode noted that the City could consider waving some of the fees associated with platting in exchange for R-O-W.

- Stickney Hill

Administrator Bode informed the Council that as of this day Stickney Hill Dairy has still not signed or agreed to a new Industrial Use Discharge permit nor is Stickney Hill paying their Utility bill in full.

- Highway 23 J-Turn

- Future Workshop Format

Council discussed future 2<sup>nd</sup> Wednesday of the month Workshop format options such as: Workshop could start at 5 p.m. with formal presentations, followed by one-on-one interaction between City Council and Rockville City residents/businesses at 5:30 p.m. and then public comments from 5:45 p.m. to 6:00 p.m.

- Council Leave

It was requested that if a Councilmember or Staff person was absent from a meeting that, for safety and security reasons this absence and/or reason for absence be not disclosed publicly.

- Fire Department

Possible tour of all City facilities by the City Council in the near future.

- SCADA

Director VanHavermaet discussed with the Council an estimate that he has received from Automatic Systems Inc to refurbish the City's sewer lift stations monitoring systems. VanHavermaet stated he is looking into obtaining additional quotes from other vendors.

Council discussed installing some type of monitoring system for measuring sewer output on individual grinder stations.

- City Facebook

The Council discussed the idea of the City of Rockville starting their own Facebook account. Possibly outsource for someone to setup and maintain a City Facebook account.

- Postal Addressing

Council discussed options as it relates to the City having their own City of Rockville mailing address.

## **Item 11) Adjourn**

***Motion by Tippelt, second by Simon, to adjourn the meeting. Motion carried. Meeting adjourned at 10:33 a.m.***

Respectfully submitted,

*Martin M. Bode*  
City Administrator