

1 **Rockford Town Council Public Hearing and Regular Meeting**  
2 **February 15, 2023, 7pm**  
3

4 NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN  
5 ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A  
6 SUMMARY OF THE DISCUSSION AND VOTING.  
7

8 Mayor pro-tem Tim Fricke called the regular meeting to order at 7:00pm with the Pledge of Allegiance.  
9

10 Roll call took place. Those present were Mayor pro-tem Tim Fricke and Councilmembers Clint Stevenson,  
11 Kevin Willms and Walt Whitman. Clerk/Treasurer Heidi Johnson and Public Works' Dave Thompson were  
12 also in attendance.  
13

14 **Mr. Stevenson made a motion to excuse Mayor Carrie Roecks and Councilmember Micki Harnois.**  
15 **Mr. Whitman seconded the motion. Motion was carried.**  
16

17 **Mr. Stevenson made a motion to approve the amended agenda. Mr. Whitman seconded the motion.**  
18 **Motion was carried.**  
19

20 **Mr. Stevenson made a motion to approve the minutes from the 02/01/2023 regular meeting. Mr.**  
21 **Whitman seconded the motion. Motion was carried.**  
22

23 ANNOUNCEMENTS

- 24 - Spokane Valley Partners Mobile Food Bank have changed their hours to the last Thursday of the month  
25 from 1:45-2:45pm. The truck will still be parked at the Methodist Church  
26 - Town Hall will be closed 02/20/23 in observance of President's Day.  
27

28 COMMISSION/COMMITTEE REPORTS

29 Engineer Proposal (SOQ) Committee

30 Mr. Whitman said that there were two firms who submitted proposals to be the town's engineer. He added  
31 that he thought it would be in the best interest of the town to continue using JUB Engineers due to their  
32 knowledge of the town and the variety of services they can provide. Mr. Fricke agreed and said that it was  
33 the consensus of the committee to stay with JUB Engineers.  
34

35 PUBLIC COMMENT

- 36 - Lorrie Engle said that the SE Spokane County Fair is looking into some funding to replace the fence  
37 around the animal area and do a couple other inside projects. Mr. Thompson agreed that it was a good  
38 plan.  
39

40 ORDINANCES/RESOLUTIONS - None

41 OLD BUSINESS

42 **Mr. Stevenson made a motion to continue using JUB Engineers, Inc for the town's engineering**  
43 **services. Mr. Whitman seconded the motion. Motion was carried.**  
44

45 NEW BUSINESS

46 Wastewater Facility Plan and General Sewer Plan Updates

47 Mrs. Johnson said that she applied for funding through the Department of Ecology to update the town's  
48 Wastewater Facility and the General Sewer Plans. Mr. Thompson added that this would include a study  
49 about what new requirements are needed for an update and also give a hard number on how many users  
50 the current treatment facility could handle. He explained that these plan updates were important so that the  
51 town can know and be prepared for additional housing. After reviewing a draft announcement from Ecology,  
52 the town ranked 3<sup>rd</sup> out of the applicants. Mrs. Johnson added that this particular funding package would be  
53 a low interest, long-term loan, likely with no matching funds required. There will be additional information  
54 available later.

55 Inland Potable Services – reservoir cleaning/inspection  
56 Mr. Thompson discussed a quote for cleaning all three water reservoirs, from Inland Potable Services. He  
57 explained that we have been on a two-year cycle with the cleaning and inspection of the reservoirs.  
58 **Mr. Stevenson made a motion to accept the quote from Inland Potable Services for \$3500. Mr.**  
59 **Whitman seconded the motion. Motion was carried.**  
60

61 **Mr. Stevenson made a motion to accept the agreement with SCJ Alliance for Professional Services.**  
62 **Mr. Whitman seconded the motion. Motion was carried.**  
63

64 STAFF REPORTS

65 Public Works

- 66 - Mr. Thompson said that Public Works fixed a water leak at Dye Seed. He added that about 300-400 feet  
67 of PVC pipe would need to be replaced soon. A new valve for the meter arrived earlier this week and  
68 will also need to be replaced as time allows.
- 69 - Mr. Thompson showed an aerial map of Third Street, south of B Street. He said, due to the traffic and  
70 additional congestion in the area, he plans to create a cul-de-sac at the end of the street. This cul-de-  
71 sac will also act as a turn-around for fire trucks and other emergency vehicles. The owner of 637 S  
72 Third Street will need to remove their sheds and vehicles from the street and the town will ensure there  
73 is a survey on file with the county before construction begins. Once this project is completed, Public  
74 Works will do the same thing at the end of east D Street and East Lee Street.  
75

76 Clerk/Treasurer

- 77 - Mrs. Johnson gave the Treasurer’s Report, stating that the total amount in all funds at the end of  
78 January was \$822,453.53.
- 79 - A only quote to replace the fire station roof, due to the storm damage in August, was submitted.  
80 **Mr. Stevenson made a motion to accept the bid from Collins Construction to replace the fire**  
81 **station roof. Mr. Whitman seconded the motion. Mr. Stevenson asked if the project should be**  
82 **delayed so there is time to get quotes and decide about replacing the heating system in the fire**  
83 **station. The council agreed to move forward with HVAC quotes. Motion was carried.**  
84 - **Mr. Stevenson made a motion to accept the bid from Collins Construction to install gutters on**  
85 **Town Hall. Mr. Fricke seconded the motion. Motion was carried.**  
86 - Mrs. Johnson gave Council a letter from Lee Bauder at 320 S River Street. The letter was explaining a  
87 project he would like to do at his property. The project would be to create a private campsite, or  
88 “glamping experience”. There was some discussion on what this would entail and Mr. Whitman  
89 suggested that he present his case to the Planning Commission for further details.  
90

91 PUBLIC COMMENT

- 92 - Resident Ivan Willmschen said that he was concerned with the amount of traffic that a campsite on  
93 River Street would create. He also stated that the street is not wide enough for two cars to pass each  
94 other, which could be a concern for the fire department. Mr. Thompson agreed.
- 95 - Resident Kathy Creed asked what the timeline is for creating a cul-de-sac on Third Street. Mr.  
96 Thompson said he would like to see it completed by early fall this year.  
97

98 APPROVE CHECKS

99 **Mr. Stevenson made a motion to approve checks 17897-17911 for a total of \$16,907.50. Mr. Whitman**  
100 **seconded the motion. Motion was carried.**

101 **Mr. Stevenson made a motion to adjourn the meeting. Mr. Willms seconded the motion. Motion was**  
102 **carried.**  
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104 The meeting was adjourned at 8:10pm.  
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106  
107  
108

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Heidi Johnson, Clerk/Treasurer

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Carrie Roecks, Mayor