

1 **Rockford Town Council Regular Meeting**
2 **April 6, 2016 7:00 pm**
3

4 NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT.
5 WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES
6 CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING.
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9
10 Mayor Carrie Roecks called the meeting to order at 7:00PM. The Pledge of Allegiance
11 was recited.
12

13 Roll call took place. The following were present: Carrie Roecks, Micki Harnois, Clint
14 Stevenson, Dave Thompson, William Benson and Jim Oshanick. Deputy Clerk, Heidi
15 Johnson and several residents were also in attendance.
16

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

20 **Mr. Thompson made a motion to approve the minutes for the special meeting on**
21 **March 16, 2016. Mr. Stevenson seconded the motion. Motion was carried.**
22

23 **Mr. Benson made a motion to approve the minutes for the regular meeting on**
24 **March 16, 2016. Mr. Stevenson seconded the motion. Motion was carried.**
25

26 LAYNE MERRITT, J.U.B. ENGINEERING
27

28 Lagoon Liner Replacement Project

29 Mr. Merritt stated that the preconstruction meeting for Lagoon #3 had been held and that the
30 next step is to start the construction permitting process. He also stated that there are some
31 paperwork issues that are delaying the Acceptance of Completion on the first phase of the
32 project. These issues will be addressed soon.
33

34 Missile Base Road

35 Mr. Merritt told council that the Freight Mobility application deadline is April 23, 2016. Mr.
36 Oshanick asked if Missile Base Road is still the State's responsibility to maintain or if it's the
37 Town's obligation. Mrs. Harnois confirmed that the maintenance of the road is the Town's
38 responsibility.
39

40 First Street Sidewalk

41 Mr. Merritt stated that he is starting to get the design projects back and discussed what is
42 required in regard to ADA (Americans with Disabilities Act) liability. Mr. Merritt asked that the
43 council if they could make a motion to allow Mayor Roecks to sign/approve the construction
44 amendment of for the funding agreement when it becomes available, so as to move things
45 along quicker.
46
47
48
49

50
51
52 Well #4

53 Mr. Merritt submitted the Professional Services Agreement for the funding of the Well #4,
54 totaling \$65,500.00
55

56 Mr. Merritt presented a spreadsheet with the summary of costs for the Lagoon Liner with a
57 portion of CIPP (cured in-place pipe). He also gave council a spreadsheet of additional
58 engineering fees for miscellaneous projects totaling \$4077.79.

59 **Mr. Oshanick made a motion to pay the miscellaneous additional engineering fees**
60 **totaling \$4077.79. Mr. Thompson seconded. Motion was carried.**
61

62 Mr. Thompson brought up the company Fire Mountain Farms. This company is a Biosolids
63 removal entity who will be cleaning Lagoon #3. In order for them to do the project, the
64 Department of Ecology requires a public hearing. The council agreed that Fire Mountain Farms
65 can hold the public hearing at Town Hall.
66

67 Mr. Oshanick made a motion to authorize the mayor to approve the supplemental amendment
68 to the First Street Sidewalk Project agreement. Mrs. Harnois seconded. Motion was carried.
69

70 PUBLIC COMMENT

71 None
72

73 ANNOUNCEMENTS

74 Mrs. Harnois announced that the Freeman School Board will be having a meeting at the Town
75 Hall on 04/28/2016

76 Mrs. Harnois announced that there will be a Small Cities Connectors for elected officials will be
77 at Town Hall on May 10th at 5:00pm.
78

79 COMMISSION REPORTS

80 Planning and Zoning – Steve Swenson, owner of 4 lots on Center and Cliff Streets, addressed
81 Council and requested they allow a variance on the sewer system ordinance. Because there is
82 not a main sewer line available to tap into within 200 feet of said lots, Mr. Swenson wants to put
83 in a septic tank. There was discussion on what options there are available for sewer and septic
84 systems.

85 It was decided that Mr. Swenson will bring in an updated map of the parcels in question and the
86 office will provide him with a building/variance permit application and the comprehensive plan
87 for the Town of Rockford before Council makes a decision.
88

89 COMMITTEE REPORTS

90 Personnel Policy – Mr. Benson asked for a timeline for completion. Ms. Roecks said there were
91 a couple questions she is waiting for answers on before the policy can be finalized.

92 Fee Schedule – no report but a special meeting will be April 13, 2016 at 7:00pm to review the
93 rest of the schedule.
94

95 ORDINANCES/RESOLUTIONS

96 Mrs. Harnois asked about approving a resolution to be able to post weight limit or road closed
97 signs on Missile Base Road. It was decided that the Town will have their attorney, Steven
98 Bishop, write a resolution and it can be presented to council for approval when finished.
99
100

101 STAFF REPORTS

102 Public Works

103 Missile Base Road – Mr. Oshanick asked why the Town or Department of Transportation could
104 not cold patch the pot holes. Mr. Thompson said they could but it could be expensive.

105 **Mr. Oshanick made a motion to close Missile Base Road. There was no second. The**
106 **motion was NOT carried.**

107 **Mr. Oshanick made a motion to fix Missile Base Road. Mrs. Harnois seconded. Mrs.**
108 **Harnois asked what the funds looked like in the 2016 budget for road maintenance. It was**
109 **decided that there is not enough money to fix the road right now. Mr. Oshanick retracted**
110 **his motion.**

111
112 Purchasing Street Signs

113 Mr. Thompson said that he was looking into prices to replace several of the signs around town.
114 He will report back to Council when he gets some prices.

115
116 Clerk Treasurer/Deputy Clerk

117 Utility Bill Adjustment Report

118 Mrs. Johnson presented the March utility adjustment report.

119
120 Treasurer's Report

121 Council reviewed the February Treasurer's Report with the funds totaling \$733,779.38

122
123 Auto Rain Quote

124 Mrs. Johnson presented a quote from Auto Rain Contracting, LLC to spray the clover and
125 thistles at the Primeland Park and the City Park.

126 **Mr. Thompson made a motion to approve the quote for the Primeland Park portion for**
127 **\$225. Mr. Stevenson seconded. Motion was carried.**

128 **Mr. Thompson made a motion to approve the quote for the City Park portion for \$315.**
129 **Mrs. Harnois seconded. Motion was carried.**

130
131 OLD BUSINESS

132 None

133
134 NEW BUSINESS

135 Mr. Thompson mentioned that it is time to re-visit the idea of passing an updated ordinance for
136 using fireworks.

137
138 PUBLIC COMMENT

139 Lorrie Engle offered assistance to Mr. Thompson in regard to purchasing and replacing new
140 signage around town. She will help with making calls and utilizing the Town's state contract.
141 Art Grewe expressed his concern about Council considering the variance for a new resident to
142 place a septic tank instead of hooking up to the sewer system.

143
144 COUNCIL REPORTS

145 Mrs. Harnois asked that Mr. Benson be reimbursed for the mileage used to travel to the
146 Emergency Management Training he will be attending on April 28, 2016.

147 **Mrs. Harnois made a motion to approve the reimbursement of \$198.72. Mr. Stevenson**
148 **seconded. Motion was carried.**

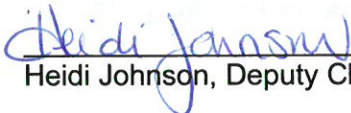
CHECKS

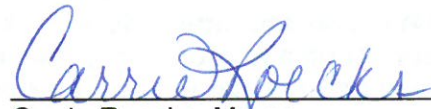
Mr. Oshanick made a motion to approve checks 13329 – 13351 minus 13345 and 13349.

Mr. Stevenson seconded. Mr. Stevenson added that there was one EFT to approve and the entire amount being approved is \$143,473.24. Motion was carried.

Mr. Thompson made a motion to adjourn the meeting. Mr. Benson seconded. Motion was carried.

Meeting was adjourned at 9:30pm


Heidi Johnson, Deputy Clerk


Carrie Roecks, Mayor