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## Rockford Town Regular Council Meeting July 18, 2018 7:00pm

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

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Mayor Carrie Roecks called the meeting to order at 7:00pm with the Pledge of Allegiance.

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Roll call took place. Those present were Mayor Carrie Roecks, Councilmembers Clint Stevenson, Micki Harnois, Tim Fricke, William Benson, Brian Laude, Clerk/Treasurer Heidi Johnson and Public Works' Dave Thompson.

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**Ms. Harnois made a motion to approve the amended agenda. Mr. Stevenson seconded the motion. Motion was carried.**

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**Mr. Benson made a motion to approve the minutes from the 07/05/2018 public hearing and regular meeting. Mr. Fricke seconded the motion. Motion was carried.**

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### ANNOUNCEMENTS

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- July 23<sup>rd</sup>, 6pm, - Council has scheduled a workshop to review and edit the town's current zoning regulations.

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- The Fire Chief has ordered a burn ban in town limits. No burning or recreational fires of any kind.

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- Ms. Roecks told council that her house was not broken into, despite rumors that it was.

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- Ms. Harnois reminded Council that there is a Council of Governments meeting at the Spokane Fairgrounds on Friday, September 7th. Mrs. Johnson forwarded the councilmember the invitation email.

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### LAYNE MERRITT, JUB ENGINEERS

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Mr. Merritt told Council that he spoke with the town's contact for the Community Development Block Grant program regarding the funds that were awarded for the Emma Street Sewer project. Mr. Merritt said that the bid opening for the project will be 08/09/2018, and hopefully there will be information for council by the first regular September Council meeting.

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Mr. Merritt passed out a proposed Agreement for Professional Services that included a Facility Plan Amendment that addresses changes in Design Flow Criteria at the lagoons. The EPA requires this update for the town to keep their discharge (NPDES) permit.

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**Ms. Harnois made a motion to approve the amended Agreement for Professional Services with JUB Engineers. Mr. Laude seconded the motion. Motion was carried.**

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Mr. Merritt explained that he has been working with Mr. Thompson on the environmental process with the Emma Street sewer project. Because the process required more time and paperwork than Mr. Thompson was comfortable with doing on his own, JUB was asked to step in and finalize this portion of the project. The total amount owed to JUB is now an additional \$2000.00 more than originally estimated.

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**Mr. Fricke made a motion to approve the payment of the additional charges. Mr. Stevenson seconded the motion. Motion was carried.**

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### COUNCIL REPORTS

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Ms. Harnois told Council to anticipate adopting a new ordinance for business licensing by January 1<sup>st</sup>. This will be a requirement for all jurisdictions.

53 COMMISSION REPORTS

54 None

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56 COMMITTEE REPORTS

57 None

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59 PUBLIC COMMENT

60 - Resident Ivan Willmschen asked when Rock Creek will be cleaned.

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62 ORDINANCES/RESOLUTIONS

63 None

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65 OLD BUSINESS

66 Nuisance/Notice of Abatement

67 236 Pacific Street

68 Ms. Roecks said she talked to the homeowner who said they are not finished with the cleaning up of  
69 the property. Ms. Roecks said she will no longer be reaching out to them, and that she told them  
70 they need to communicate their plans with Town Hall staff. There was discussion on what other  
71 measures to take in getting the nuisances corrected. Mr. Fricke said that the house needs to be  
72 boarded up by the town and then staff needs to figure out the next step of getting the structure  
73 removed.

74

75 NEW BUSINESS

76 Interlocal Agreement Establishing a Small Works Roster

77 **Mr. Laude made a motion to adopt the Interlocal Agreement Establishing a Small Works**  
78 **Roster. Mr. Fricke seconded the motion. Mr. Stevenson said that the Town of Rockford needs**  
79 **to be added to the beginning of the agreement. Motion was carried.**

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81 Fee Schedule

82 Mrs. Johnson gave Council copies of the 2017 Fee Schedule resolution and asked that they review it  
83 to make changes or additions. There was discussion about creating a more comprehensive fee  
84 schedule for using the town's parks.

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86 PUBLIC COMMENT

87 None

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89 STAFF REPORTS

90 Public Works

- 91 • Mr. Thompson said that the town's portion of the Sprague Street sewer line has been completed and  
92 now they are waiting for the homeowner's contractor to start the project.
- 93 • Rock Creek dredging is anticipated to begin in September.
- 94 • There has been conversation about a North Street property owner building a home and being  
95 required to connect to the town's sewer line. The owner would have to place a new sewer line  
96 through Clint Stevenson's property to connect to the mainline. Mr. Thompson talked about the  
97 opportunity to acquire a sewer easement from property owner Clint Stevenson to extend and  
98 maintain the sewer mainline. This could benefit the town for future development by assuming  
99 ownership and access to a newly placed line that the North Street homeowner would place. There  
100 was discussion about where the sewer line would be placed, and the size of the easement required.  
101 Mr. Stevenson excused himself from the meeting. The remaining council members discussed the  
102 option of requesting an easement and the amount of compensation to offer if council chose to go  
103 forward with this possibility. It was decided that council will discuss purchase of an easement with  
104 Mr. Stevenson at the next meeting.

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Clerk/Deputy Clerk

- Mrs. Johnson presented the June Treasurer's report. The total in all funds was \$507,054.87
- Mrs. Johnson asked if there were any questions about the Dispatch Report from the fire department.
- Council was asked if they wanted to sell the old council chairs. The answer was no.

APPROVE CHECKS

**Mr. Fricke made a motion to approve checks 14496 – 14507 for a total of \$13,725.78. Mr. Benson seconded the motion. Motion was carried.**

**Mr. Benson made a motion to adjourn the meeting at 8:53pm. Mr. Fricke seconded the motion. Motion was carried.**

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Heidi Johnson, Clerk/Treasurer

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Carrie Roecks, Mayor