

1 **Rockford Town Council Regular Meeting**  
2 **February 7, 2024, 7pm**  
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4 NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE  
5 AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN  
6 ONLY A SUMMARY OF THE DISCUSSION AND VOTING.  
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8 Mayor Carrie Roecks called the regular meeting to order with the Pledge of Allegiance.  
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10 Roll call took place. Those present were Mayor Carrie Roecks, Councilmembers Clint Stevenson, Tim  
11 Fricke, Walt Whitman and Kevin Willms. Micki Harnois was absent. Clerk/Treasurer Heidi Johnson and  
12 Public Works' Dave Thompson were also in attendance.  
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14 **Mr. Stevenson made a motion to excuse Micki Harnois from the meeting to attend a conference. Mr.**  
15 **Fricke seconded the motion. Motion carried.**  
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17 **Mr. Stevenson made a motion to approve the minutes from the 01/17/2023 meeting. Mr. Whitman**  
18 **seconded the motion. Motion carried.**  
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20 **Mr. Fricke made a motion to approve the amended agenda. Mr. Whitman seconded the motion.**  
21 **Motion carried.**  
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23 JUB ENGINEERS – Sam Mineer  
24 Sewer Study

25 Mr. Mineer gave Council an update on the 2024 Wastewater Facility Plan and General Sewer Plan Update,  
26 which will be funded by loan from the Department of Ecology. The council would need to approve the  
27 agreement between the town and JUB. Mr. Mineer said that the study would include sewer line camera  
28 work, a rate study, GIS information, flow monitoring in four different areas and ultimately give the town  
29 concrete numbers on the capacity at the lagoons. Completing the study will also allow the town to apply for  
30 future grant funding through Ecology with better chances. The total amount for the loan, per the agreement,  
31 is \$420,000, half of which is forgivable from Ecology.

32 **Mr. Stevenson made a motion to approve Task Order 2024-01. Mr. Fricke seconded the motion.**  
33 **Motion was carried.**  
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35 Transportation Improvement Board

36 Mr. Mineer reminded Council that one of two TIB awarded projects for 2024 included a \$6,000 line item for  
37 engineering, which would need another agreement.

38 **Mr. Stevenson made a motion to approve the TIB Consultant Agreement with JUB Engineers. Mr.**  
39 **Whitman seconded the motion. Motion carried.**  
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41 ANNOUNCEMENTS

- 42 - Town Hall will be closed 02/19/2024 for President's Day.  
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44 COUNCIL REPORTS - None  
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46 COMMISSION REPORTS

47 Planning Commission – President Gregg Tenner said the Planning Commission did not have a meeting  
48 because there was no quorum. He then said that he attended a grant workshop with the Housing and  
49 Community Development Department (Spokane County) and will be attending the regular meeting on  
50 02/08/2024 downtown.  
51

52 COMMITTEE REPORTS - None

53 PUBLIC COMMENT – None

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55 ORDINANCES/RESOLUTIONS

56 **Mr. Whitman made a motion to approve Ordinance 24-01, relating to noise disturbances. Mr. Fricke**  
57 **seconded the motion. Motion carried.**

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59 OLD BUSINESS - None

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61 NEW BUSINESS

62 Mrs. Johnson said that the Department of Commerce has earmarked \$100,000 in grant money for Rockford  
63 to update the Comprehensive Plan and Development Regulations. Both JUB and SCJ Alliance are  
64 interested in helping us update our plans. The council will need to make a decision on who to use. It was the  
65 consensus of the Council to ask for quotes from both agencies.

66

67 Ms. Roecks reported that the Lion's Club trailer that holds their bingo tent was stolen from the Animal Barn.  
68 She asked everyone to be on the lookout for a beat up, older, white dually Ford pickup. Public Works  
69 reported the theft to the Lion's Club. It is unclear if they reported it to law enforcement.

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71 STAFF REPORTS

72 Public Works

- 73 - Mr. Thompson reported that he has been busy finding manholes for the sewer project.
- 74 - Mr. Thompson was absent for the last week, but Mr. Marcalus and Mr. Stevenson have been filling  
75 potholes around town.
- 76 - A new bladder for the Center Avenue water pressure system was ordered, due to failure of the  
77 existing one.
- 78 - Insulation and other material were purchased to finish up the building that covers the booster pump,  
79 also on Center Ave. They will install panels instead of a roll-up door to save cost.
- 80 - Mr. Thompson said that he walked the baseball field and noticed that the first load of in-field mix  
81 was significantly more saturated than the newer mix that was delivered. He will call Site-One and  
82 ask them how to handle this issue.

83

84 Clerk/Treasurer

- 85 - Mrs. Johnson gave the Treasurer's Report, stating that the total amount in all funds at the end of  
86 January 2024 was \$742,988.47.
- 87 - **Mr. Fricke made a motion to approve the January Utility Bill Adjustment Report. Mr. Whitman**  
88 **seconded the motion. Motion carried.**
- 89 - The past due report was reviewed.

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91 Fire Chief

- 92 - Gary Hill said that the Washington Surveying and Rating Bureau will be conducting a five-year  
93 survey for the town and Fire District 11 this spring. He would like the fire hydrants to be tested  
94 before then. There are hydrants that need upgraded or replaced and a couple of spots that need  
95 hydrants installed. He and Mr. Thompson will coordinate this.
- 96 - Mr. Hill said that there was a barn fire in town over the weekend. He wanted to remind the council  
97 that once the department gets there and sets up a perimeter, nobody outside of the department  
98 should cross the perimeter unless admitted specifically.

99

100 Mr. Stevenson said that there are cars being parked on the road in and the "park area" on North First Street.  
101 This is making it difficult to pass by safely and needs to be addressed.

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103 PUBLIC COMMENT - None

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106 APPROVE CHECKS

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108 **Mr. Stevenson made a motion to approve checks 18375-118397 and 3 EFTs for a total of \$37,631.54.**

109 **Mr. Fricke seconded the motion. Motion carried.**

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111 **Mr. Willms made a motion to adjourn the meeting. Mr. Stevenson seconded the motion. Motion**

112 **carried.**

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114 The meeting was adjourned at 8:07pm.

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Heidi Johnson, Clerk/Treasurer

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Carrie Roecks, Mayor