

Rockford Town Council
July 1, 2015
7:00 pm

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.

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

Roll Call took place. Those present were council members Micki Harnois, Clint Stevenson, Dave Thompson, and Robert Tollefson.

Also present were John Goyke, Public Works Operator, Kristy Cochrane, Clerk Treasurer, and Layne Merritt with JUB Engineers.

Mr. Thompson made a motion to adopt amended agenda. Mr. Stevenson seconded, motion was carried.

Clint Stevenson (Mayor Pro-Tem) proceeded to give Ms. Roecks the Oath of Office of Mayor.

Having just received the minutes of the Public Hearing held on May 20, 2015, the mayor offered to move the approval of these minutes until the next regular meeting, council concurred.

Mr. Thompson made a motion to approve the minutes of the June 10, 2015 meeting. Mr. Stevenson seconded the motion. Motion was carried.

Mr. Stevenson made a motion to approve the minutes of the June 17, 2015 meeting. Mr. Tollefson seconded the motion. Motion was carried.

Mr. Thompson made a motion to approve the minutes of the June 24, 2015 meeting. Mr. Stevenson seconded the motion. Motion was carried.

LAYNE MERRITT, ENGINEER FROM JUB

Mayor Roecks signed the notice to proceed for the cured and placed pipe project- Ms. Roecks signature was requested from Layne Merritt on six documents to start the project.

Mr Merritt reported that the Inflow and Infiltration (I&I) Evaluation that was required in the NPDS Permit was sent, as required, to the Department of Ecology. A copy of the evaluation was left with John Goyke for town records. Another permit will be drafted before August when project is to start.

Mr Merritt mentioned two change order items for the Lagoon Project. JUB bid one sampler that takes samples at specific times and refrigerates it. The original bid included one sample test of inflow and outflow of the treated lagoon water. JUB recommended that the Town purchase a second sampler, to backup the first, for a cost of \$7241.98.

50 The second change order item for the Lagoon Project was for the labor to install plug valve that
51 replaces the butterfly valve that got stuck in the UV chamber. The plug valve was paid for by the
52 remaining USDA RD grants. The contractor paid for the plug valve and the town needs to
53 reimburse the contractor, Rick Rose, for the amount of \$860.57.

54
55 **Mr. Stevenson made a motion to approve the 2015 change order number one in the amount**
56 **of \$7241.98, paying for a second sampler. Mr. Thompson seconded the motion. Motion was**
57 **carried.**

58
59 **Mr. Stevenson made a motion to approve the 2015 change order number two in the amount**
60 **of \$860.57, paying for the new valve. Mr. Tollefson seconded, motion was carried.**

61
62 Mr. Merritt discussed sidewalk projects and the Department Of Transportation's requirements.
63 He suggested asking land owners for temporary construction easements.

64 JUB recommended crosswalks on either end of First Street, instead of all, originally mentioned
65 locations. Mr. Tollefson suggested a crosswalk at Lake Street. Mr. Tollefson asked about a cross
66 walk/footbridge over Rock Creek. Mr. Stevenson asked if Mr. Tollefson was suggesting the
67 footbridge at Lake Street. Mr. Tollefson said yes. Resident Patrick Marcalus asked if there is a
68 cost to the public to put in crosswalk. Mr. Merritt suggested going ahead with the one at Lake
69 Street. It was also decided to plan for one crosswalk at each end of the new construction

70
71 Mr Merritt talked about the Lagoon Project. He stated that the old liner will be out by the end of
72 this week. Next week, there will be work on multiple projects so they can get setup for new
73 liners by end of July, beginning of August
74 Governor signed the capital budget, so construction did not have to be stopped.

75
76 Mr. Merritt suggested Mayor Roecks contact Provisio regarding funds.

77
78
79 **PUBLIC COMMENT**

80 Resident Phil Evans asked if DOT has a safety team to check intersection for speeding vehicles
81 vs. pedestrians when crosswalks are complete. Micki will call Harold at DOT.

82 Mr. Evans says Emma has become a "drag race" and suggested speed bumps at crosswalks.

83 Ms. Roecks suggested calling Sheriff when there is a problem to report.

84 Resident Bill Benson mentioned that some people are driving too fast from Coeur d'Alene
85 Casino and maybe the town should look into interactive signs stating speed.

86 Ms. Harnois suggested making the scope car visible to try to slow traffic down.

87
88 Resident Tom Tyler requested creek dike trail be mowed

89 Mr. Goyke said it is on the schedule for July 20-21st to be done by the inmate crew scheduled

90
91 Resident Mr. Marcalus liked the idea of more cross walks in order to help visitors get around our
92 town

93
94 Resident Sherry Tyler stated she appreciates having two public comment opportunities per
95 meeting.

99

100 NEW BUSINESS

101 Ms. Harnois and Ms. Roecks asked to be excused from previous meeting of June 24th, 2015 as
102 they were in Wenatchee at the Association of Washington Cities Annual conference.

103 **Mr. Tollefson made a motion to excuse Ms. Harnois and Ms. Roecks.**

104 **Mr. Stevenson seconded motion, motion was carried.**

105

106 Mayor Roecks announced Clerk/Treasurer position has been filled by Kristy Cochrane, and
107 Heidi Johnson has agreed to be helping temporarily.

108 Discussion of wages took place

109

110 **Mr. Thompson made a motion to pay \$15.00 an hour beginning July 1, 2015 for Ms.**

111 **Cochrane's position. Ms. Harnois seconded. Motion was carried**

112

113 Ms. Johnson's position will require 12-14 hours a week, possibly more.

114 **Dave made a motion to pay \$15.00 an hour beginning July 1, 2015 for Ms. Johnson's**

115 **position. Ms. Harnois seconded. Motion was carried**

116

117 **Mr. Stevenson made a motion to add Ms. Cochrane to bank cards, change Ms. Roecks' title**
118 **to Mayor, and Mr. Stevenson's title to Mayor Pro Tem at Banner Bank, and at Bank of**
119 **Fairfield for all accounts including Safety Deposit Box. Mr. Thompson seconded. Motion**
120 **was carried.**

121

122 Mr. Thompson suggested a special meeting/work session July 6th for Personnel Policy
123 discussion. Council agreed. The Mayor asked the clerk to post notices.

124

125 Continuing discussion occurred regarding updating the fee schedule.

126 Mr. Stevenson said we need to increase the water and sewer fees by the 3% allowed by
127 ordinance. As there are other items to consider in amending, the mayor asked that council look
128 into this for further discussion at the next regular meeting.

129

130 Resident Marie Lou Benson asked what we do if we hear fireworks

131 Ms. Roecks suggested calling crime check to report it

132

133 **Mr. Thompson made a motion to approve Resolution 15-05. Mr. Stevenson seconded.**

134 **Motion was carried**

135

136 PUBLIC WORKS – JOHN GOYKE

137 Pioneer Park had a \$214.50 water bill. There was discussion about 143,820 gallons of water
138 used. Mr. Goyke asked that the bill gets addressed. Resident Art Grewe reminded everyone what
139 the entrance to town looked like before the Women's Club voluntarily made it what it is now.
140 And he stated it would be the end of Pioneer Park if the town charged them for the water. It was
141 suggested the town talk to the Women's Club, or perhaps pay for the water from the park budget.
142 Ms. Roecks said it will be on the next meeting's agenda. Mr. Thompson and Ms. Roecks will
143 meet with the Women's Club president.

144 Mr. Stevenson suggested that the women's club be included on the decision of who should be
145 responsible for the bill. Discussion will be included in the next meeting.

146

147 Mr. Goyke asked that we start watering Primeland Park again. He mentioned that the grass is
148 dying and also that it could potentially be a fire hazard. Council approved the watering of
149 Primeland Park.

150

151 -Spring Creek- the Geiger Correctional Facility inmates will weed eat in July

152 -The Emergency Management mitigation grant was denied.

153 - The Geiger crew will weed eat and clean up the dyke from Fredneck's to the Exxon and then
154 Spring Creek

155 -Mr. Goyke will talk to the Exxon owners to mow for fire danger

156 -River Street sidewalks and Well #4 are on Mr. Goyke's maintenance list. Dave will make calls
157 to start sidewalk project discussion.

158 -City Park- The new LED lights have been installed and are functioning

159 -Mr. Stevenson suggests getting a Thank You card for Mr. Goyke's father for the use of his lift
160 truck.

161

162 Ms. Roecks suggested getting the BIAS training for Ms. Cochrane. Ms. Roecks was told AWC
163 will reimburse the cost of the training.

164 Ms. Harnois suggested getting Ms. Cochrane to become a notary

165 **Mr. Stevenson moved to get BIAS training ASAP for Ms. Cochrane. Mr. Thompson**

166 **seconded. Motion was carried**

167

168 The open hole on C Street- all information is being sent to the town attorney. Ms. Roecks will be
169 contacting the attorney regarding the open well and fire danger of the property on C Street.

170 Ms. Harnois will contact the health district in regard to the open well.

171

172 Mr. Stevenson has property that was given a conditional use permit so it could house the
173 Community Center. Now that the community center is closed, he would like the conditional use
174 permit removed so it can be classified as residential property again.

175

176 NEW BUSINESS

177 There are now two complaint letters regarding the Pine Street abandoned house. The Mayor will
178 forward the second letter to the attorney.

179

180 July 3rd Office Hours- the Mayor reminded everyone the Town Hall would be closed on July 3rd
181 to observe the federal holiday.

182

183 PUBLIC COMMENT

184 Pastor Katie said if there's a need, she would open the Methodist Church as place for the elderly
185 to go and cool down. Her contact information is 509-291-3444

186 Resident Art Grewe was concerned about the liability insurance. Carried suggested this be an
187 organization's efforts. Resident Patrick Marcalus asked about Labor & Industries and if the fire
188 department could help residents out.

189

190 OTHER BUSINESS

191 Mr. Stevenson suggested the town start purchasing fuel at the Exxon Station when the staff is
192 closest to it. The Visa card will work there.

193

194 Resident Ms. Tyler wants to consider watering restrictions.

Resident Mr. Willmschen expressed his concern with how much water is being used on the ballpark. Mr. Goyke said it will be adjusted
Resident Mary-Lou Benson suggested SCOPE come watch traffic to assist with the high speed driving. She suggested we contact Rick with SCOPE.

Ms. Roecks and Ms. Harnois report from AWC Conference. Ms. Roecks reported a \$500.00 award for attending the conference; it must be used for risk benefit
Ms. Harnois reported she spoke with the Transportation Improvement Board Director. He is aware that Rockford needs money for twenty two light poles (Emma St to the end of City Park)
Avista meeting with director of TIB to discuss installing LED lights on First Street. These are preliminary steps but we should know soon.

Mayor Roecks addressed the issues with the IRS. The town had some delinquent payroll tax payments. For two quarters in 2014, inaccurate deposits were made and no IRS report was done. Since then, Alene Felgenhauer had sent reports. Approximately, half of total \$6000.00 was penalties, half was actual taxes due.
Ms. Roecks suggested creating docket for monthly, yearly, and quarterly deadlines, or some kind of a checklist.

SCRAPS reported 6 calls in Rockford for the month of June.

A copy of the Fire District agreement was given to each of the council members
Resident Mr. Willmschen suggested audit committee, overseer committee or advisory committee

CHECKS

Mr. Stevenson made a motion to approve Checks #12974- 12990 for amount totaling \$77388.52. Mr. Thompson seconded, motion was carried

Mr. Thompson made a motion to adjourn the Regular Town Meeting. Ms. Harnois seconded. Motion was carried

The regular Town meeting adjourned at 9:10 pm.

Kristy Cochrane, Clerk Treasurer

Carrie Roecks, Mayor