

1 **Rockford Town Regular Council Meeting**
2 **March 21, 2018 7:00pm**

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

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

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15 **Mr. Benson made a motion to approve the amended agenda. Mr. Stevenson seconded the**
16 **motion. Motion was carried.**

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18 **Mr. Benson made a motion to approve the minutes from the 03/07/2018 regular meeting. Mr.**
19 **Stevenson seconded the motion. Ms. Harnois stated that line 49 needed to be fixed from saying**
20 **Comprehensive Plan to Zoning and Development Regulations. Motion was carried.**

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22 ANNOUNCEMENTS

23 -Lion's Club Easter Egg Hunt at Primeland Park, March 31, 2018 at 1pm.
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25 COUNCIL REPORTS

26 Spokane County Commissioner Mary Kuney has contacted Ms. Harnois about possibly scheduling a
27 "Town Hall" type meeting with Council. Town staff will coordinate the scheduling with Commissioner
28 Kuney's office.
29

30 COMMISSION REPORTS

31 Planning and Zoning

32 A local realtor approached Ms. Harnois about utilities available at a lot for sale on B Street. Ms. Harnois
33 relayed this information to Public Works so that they can get some answers when the realtor and/or
34 homeowners come to the office.
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36 Comprehensive Plan

37 Ms. Harnois gave Council handouts and discussed the Planned Residential Developments section of
38 the town's updated Comprehensive Plan. She discussed highlights of several sections but will plan to
39 go into more depth before adoption.
40

41 COMMITTEE REPORTS

42 Tree City, USA

43 The organization sent an email to the Mrs. Johnson offering a grant reimbursement for planting trees in
44 town. Ms. Harnois asked that the Tree City, USA committee schedule a meeting after the First of May.
45

46 Asset Management

47 Mr. Thompson and Ms. Johnson are getting a list of the town's assets together and would like to have a
48 committee meeting soon to discuss the sale of surplus equipment. It was discussed that the town
49 needs a dump truck. A committee meeting will be scheduled soon.
50

51 Water/Sewer/Streets
52 Mr. Thompson told Council that St. Joseph's Catholic Church is looking to pave their parking lot and
53 replace a sidewalk. The new pavement would be poured over a sewer easement and the sidewalk
54 needing replacement is partially on the town's right-of-way. Mr. Thompson would like some insight from
55 the committee and/or council in making some decisions on these two items.

56
57 PUBLIC COMMENT

58 Resident Colleen Johnson requested that Council extend the due date on the utility bills or change it to
59 closer to the beginning of each month.
60 Colleen Johnson asked for clarification the \$7.50 water consumption charge that are on the utility bills
61 each month during the winter months.
62 Colleen Johnson asked when the pot holes in town would be dealt with.
63 Colleen Johnson told council that whoever is doing the plowing is doing a really good job.
64 Resident William Benson mentioned to council that long time resident Keith Wigen passed away earlier
65 in the week and that there will be a funeral and celebration of life on March 24.

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67 ORDINANCES/RESOLUTIONS

68 Water Rights Transfer Ordinance 18-01

69 **Ms. Harnois made a motion to approve Ordinance 18-01, establishing water right transfer**
70 **provisions in the town and declaring the town to be the sole purveyor of water within the town.**
71 **Mr. Benson seconded the motion. Motion was carried.**

72
73 Resolution 18-02

74 There are still some questions that need to be answered by the town's attorney, so Council decided to
75 table the approval of the resolution until the next regular meeting.

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77 OLD BUSINESS

78 None

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80 NEW BUSINESS

81 None

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83 PUBLIC COMMENT

84 Resident Colleen Johnson asked if the Tree City, USA Arbor Day could be a community event.
85 Lorrie Engle mentioned that the gate to Lagoon #3 is open again. She also mentioned that she is
86 hearing alarms s

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88 STAFF REPORTS

89 Public Works

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- 91 • Street signs – Patrick Marcalus Street signs – Patrick Marcalus and Clint Stevenson have
92 installed several new and replacement stop signs, bringing them up to code.
 - 93 • Emma Street Bridge sewer line project – Mr. Thompson informed Council that he has been busy
94 filling out state permits and federally mandated checklists to get the project ready. He also said
95 that the got an email from the railroad stating that they received his application and will
96 review/respond in the next 30 days.
 - 97 • Mr. Thompson said that they have been grading some roads in town and will continue to do so
98 when the weather allows them to do so.
 - 99 • It was announced that the intersection of Pacific and Pine Streets have stop signs on both the
100 North and South sides of Pine. There are no stop signs on the East or West sides of Pacific.
- 100 • Council discussed the electric car charging station grant that Avista has organized.

101 Clerk/Deputy Clerk

- 102 • The February Treasurer's Report showed \$464,978.60 in all funds.
- 103 • Mrs. Johnson informed Council that she had to unlock and resubmit the 2016 Annual Report
- 104 with the State Auditor's Office. The first submission had some errors that needed corrected. Ms.
- 105 Johnson contacted the auditor's office and, at their suggestion, kept notes of all the changes
- 106 that were made and resubmitted.
- 107 • Ms. Johnson asked if Council wanted to pay a \$30.00 annual fee to Banner Bank to keep the
- 108 safety deposit box there or if they wanted to get a new one at INB, free of charge. Council said
- 109 that the decision is up to her.

110

111 APPROVE CHECKS

112 **Mr. Stevenson made a motion to approve checks 14333-14349, and one EFT, for a total of**

113 **\$16,361.21. Mr. Benson seconded the motion. Motion was carried.**

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115 **Mr. Stevenson made a motion to adjourn the meeting at 8:24pm. Mr. Benson seconded the**

116 **motion. Motion was carried.**

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Heidi Johnson, Clerk/Treasurer

Carrie Roecks, Mayor