

1                                   **Rockford Town Council Regular Meeting**  
2                                   **May 4, 2016 7:00 pm**

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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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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. Stevenson**  
18           **seconded the motion. Motion was carried.**  
19

20           **Mr. Stevenson made a motion to approve the minutes for the Public Hearing on**  
21           **April 20, 2016. Mr. Benson seconded the motion. Motion was carried.**  
22

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

26           LAYNE MERRITT, J.U.B. ENGINEERING

27           Mr. Merritt unable to attend the council meeting so Mr. Thompson updated council with any new  
28           information on current projects.  
29

30           Lagoon Liner Replacement Project  
31           Phase #2 of the project will begin next week.  
32

33           Missile Base Road  
34           No report  
35

36           First Street Sidewalk  
37           The project is getting ready to go out to bid.  
38

39           Well #4  
40           No report  
41

42           PUBLIC COMMENT

43           Resident Ivan Willmschen thanked council for offering a tour of the lagoon facility.  
44

45           ANNOUNCEMENTS

46           -Mrs. Harnois announced that Mr. Thompson and Mr. Stevenson will plant a tree on May 19<sup>th</sup>  
47           and there will be a proclamation of celebration on May 20<sup>th</sup> at 12:00pm, which will be Rockford's  
48           official "Arbor Day."

49 -Ms. Roecks announced that there will be a Saturday option for residents to use the chipper in  
50 the compost facility. It will be on May 21<sup>st</sup>. Regular charges will apply.

51 -Ms. Roecks announced that there will be a Small Cities Connectors meeting for elected officials  
52 at Town Hall on May 10<sup>th</sup> at 5:00pm.

53 -Ms. Roecks announced that with council's approval, there will be a change in staff at the fire  
54 station. Chief Seehorn will step down as chief and Assistant Chief Hill will take his place. Mr.  
55 Seehorn will take the place of assistant chief. Council agreed that this would be an acceptable  
56 change of staff.

57 Ms. Roecks announced that the State Auditors started their three-year audit at Town Hall today.  
58

#### 59 COMMISSION REPORTS

60 Planning and Zoning – Building owner Mark Willard, FHL Enterprise, submitted a building permit  
61 to start remodel on the building at 105 Emma Street. Council reviewed it and decided that there  
62 should be no reason not to approve the permit.

63 **Mr. Oshanick made a motion to approve the Willard/FHL Enterprise building permit. Mr.**  
64 **Stevenson seconded the motion. Mr. Thompson abstained due to conflict of interest.**  
65 **Motion was carried.**  
66

#### 67 COMMITTEE REPORTS

68 Fee Schedule – Ms. Roecks is waiting for the attorney to get back to her. Mr. Stevenson would  
69 like to see fees for sewer and water hookups outside of town limits.  
70

#### 71 ORDINANCES/RESOLUTIONS

72 Ms. Roecks would like to see some more information on codifying ordinances.  
73

#### 74 STAFF REPORTS

##### 75 Public Works

76 Mr. Thompson submitted the water usage log to council.

77 Mr. Thompson reported that there was a large water leak at the intersection of Emma and Pine  
78 Streets. Big Sky Industrial used a vactor truck to locate and open the problematic water line.

79 Public works removed the 1 ½ inch galvanized pipe and replaced it with a new line. They also  
80 replaced the water meter at the CHS/Primeland office.  
81

##### 82 Clerk Treasurer/Deputy Clerk

##### 83 Utility Bill Adjustment Report

84 Mrs. Johnson presented the April utility adjustment report. There were no adjustments in April.

85 Mrs. Johnson reported that the Spokane Regional Transportation Council requested that we  
86 update our Comprehensive Plan. Ms. Johnson submitted a check list to each council member  
87 asking them to go over the check list and mark anything that they would like to see  
88 added/updated.

89 Ms. Johnson made a request to have the Town pay for the two porta-potties that the Rockford  
90 Little League will need for their baseball season. The total being around \$400.

91 **Mr. Oshanick made a motion to pay for the bathrooms. Mr. Stevenson seconded the**  
92 **motion. Motion was carried.**  
93

94 Ms. Roecks mentioned that the criminal justice fund had a negative balance and that an  
95 interfund transfer need to take place. It was unsure as to whether the council need to approve of  
96 an interfund transfer since they already approved that line item on the budget. The State  
97 Auditors will be asked and if a motion is needed,

98 **Mr. Benson made a motion to approve the interfund transfer. Mrs. Harnois seconded the**  
99 **motion. Motion was carried.**

100 OLD BUSINESS

101 Mrs. Harnois asked what kind of tree would council like planted in the park on Arbor Day. There  
102 were suggestions and she will be checking on availability of suggested trees.

104 NEW BUSINESS

105 Mrs. Harnois will be attending the AWC Conference on June 21-25, 2016.

107 PUBLIC COMMENT

108 Resident Ivan Willmschen asked if there was any update on getting Rock Creek cleaned out.  
109 Resident Alene Willmschen mentioned that Ivan had said how interesting the lagoon tour was  
110 and how he had wished more residents showed up for the tour.

112 COUNCIL REPORTS

113 Mrs. Harnois stated that for this year's Primary Election, there will be a Republican and  
114 Democrat box that has to be checked on the outside envelope that comes with the ballot. If one  
115 of those boxes are not checked, the ballot will not be counted.

119 CHECKS

120 It was noted that the last warrant approved at the 04/20/16 meeting was #13365.

121 **Mr. Stevenson made a motion to approve checks 13367-13390 and one EFT totaling**  
122 **\$24,721.48 with check 13366 was voided due to printing error. Mr. Thompson seconded**  
123 **the motion. Motion was carried.**

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

128 Meeting was adjourned at 8:10pm

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Heidi Johnson, Deputy Clerk

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Carrie Roecks, Mayor