

1 **Rockford Town Regular Council Meeting**
2 **December 5, 2018 7:00pm**
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5 NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN
6 ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A
7 SUMMARY OF THE DISCUSSION AND VOTING.
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9 Mayor Carrie Roecks opened the Public Meeting at 6:40pm, stating the purpose of the meeting was to
10 discuss the updates to the zoning and development regulations before adopting the Town's updated
11 Comprehensive Plan.
12 Councilmember Micki Harnois handed out several documents and explained the updates that Council had
13 already discussed. Ms. Harnois said that she will do a SEPA review, send the updated Comprehensive Plan
14 to Commerce and then Council can adopt the new plan.
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16 Mayor Roecks called the regular meeting to order at 7:12pm.
17

18 Roll call took place. Those present were Councilmembers Clint Stevenson, Micki Harnois, William
19 Benson and Brian Laude. Clerk/Treasurer Heidi Johnson and Public Works' Dave Thompson were also
20 in attendance.
21

22 **Mr. Benson made a motion to excuse Councilmember Tim Fricke from the meeting. Mr. Laude**
23 **seconded the motion. Motion was carried.**
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25 **Mr. Benson made a motion to approve the amended agenda. Ms. Harnois seconded the motion.**
26 **Motion was carried.**
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28 **Mr. Laude made a motion to approve the minutes from the 11/21/2018 regular meeting. Mr. Benson**
29 **seconded the motion. Motion was carried.**
30

31 SAM MINEER – JUB ENGINEERS

32 Mr. Mineer told Council that the CDBG Sewer Project is going great and that the contractor, Mountain Crest,
33 plan to tie into the live line tomorrow, 12/6/18. The contractor has submitted a pay request for the work they
34 have done so far, about 70% of the project.

35 **Mr. Stevenson made a motion to approve Pay Request #1 for a total of \$161,053.93. Ms. Harnois**
36 **seconded the motion. Motion was carried.**

37 It was the consensus of the council to send the payment to Mountain Crest as soon as the town received the
38 reimbursement from CDBG. Mr. Mineer stated that they are hoping to issue "substantial completion" by next
39 week.

40 Ms. Roecks updated Mr. Mineer and Council about the Transportation Improvement Board selecting
41 Rockford's preservation project. This will include seal coating on Stringham and Sprague and Third Streets.
42

43 ANNOUNCEMENTS

- 44 - Town Hall will be closed at noon on Christmas Eve and will be closed Christmas Day
- 45 - Santa will be visiting the Ag Building in the Park from 12pm-2pm December 15th.

46
47 COUNCIL REPORTS

48 None
49

50 COMMISSION REPORTS

51 **Mr. Benson made a motion to approve the building permit from River City Builder, replacing the**
52 **animal display building in the Town Park. Mr. Stevenson seconded the motion. Motion was carried.**

53 COMMITTEE REPORTS

54 Parks/Tree City

55 The required Tree City information was submitted and should allow Rockford to continue to be a Tree City
56 for the seventh year.

57 The committee will meet soon to discuss updating the park permit fees.

58

59 Emergency Management Committee

60 Plans to meet after the holidays.

61

62 PUBLIC COMMENT

63 -Resident Ivan Willmschen asked if the sewer project has any provision to add gravel to Fredneck’s parking
64 lot after the project is finished.

65 -Mr. Willmschen asked when the animal barn project was starting.

66 -Mr. Willmschen asked if Ed Hillsbery has ever been compensated by the town for all the mowing he does
67 during the summer.

68

69 ORDINANCES/RESOLUTIONS

70 Ordinance 18-05 – 2019 Final Budget

71 **Mr. Benson made a motion to approve ordinance 18-05. Mr. Stevenson seconded the motion. Motion**
72 **was carried.**

73

74 OLD BUSINESS

75 - 236 Pacific Street Nuisance update – Ms. Roecks asked Public Works to board the broken windows.

76 - Lion’s Club Lease – no update, but the Lion’s Club is still reviewing

77 - Fee Schedule Updates – no update

78

79 NEW BUSINESS

80 Facility Inspection Policy

81 **Ms. Harnois made a motion to approve the Facility Inspection Policy for the Town of Rockford. Mr.**
82 **Laude seconded the motion. Motion was carried.**

83

84 Mr. Stevenson told Council that the area west of FredNeck’s building, which the business used for property,
85 is, in fact, Town property. He suggested getting something in place to protect the town from any liability.

86

87 PUBLIC COMMENT

88 - Mr. Willmschen said that whether the town or FredNecks owns the property, it will still need gravel
89 after the sewer project is completed.

90 - Mr. Willmschen said that he thinks its time for the town to step in and get the nuisance property at
91 236 W Pacific taken care of, no matter the cost.

92 Ms. Roecks asked Mrs. Johnson to ask the town’s attorney to write a letter to the nuisance property
93 owner.

94

95 STAFF REPORTS

96 Public Works

97 • Mr. Thompson showed Council a site plan that a potential resident has in place for a piece of vacant
98 property on West Emma Street. The plan shows three houses being built and an eight-inch sewer
99 line being installed through the property. This would allow future homes in the area to use this line as
100 a main line if need be. Council’s consensus was that this plan falls within all of the town’s regulations
101 and to tell the potential owner they are all in agreement with what he wants to do.

102 • Ms. Roecks informed Council of discussions and emails between Greg Johnson’s attorney and the
103 Town’s attorney. She has explained to the Town’s attorney what Council has discussed with Mr.
104 Johnson in several previous meetings. It is the advice of the attorney, and the town’s insurance
105 group, that Rockford’s Public Works not do the project in question.

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Clerk/Treasurer

- The November Past Due Report was submitted.
 - The November Utility Bill Adjustment Report was reviewed.
- Ms. Harnois made a motion to approve the November Utility Bill Adjustments. Mr. Stevenson seconded the motion. Motion was carried.

APPROVE CHECKS

Mr. Stevenson made a motion to approve checks 14676-14696, with check number 14685 being voided, and two EFTs, for a total of \$18,668.15. Mr. Benson seconded the motion. Motion was carried.

Mr. Benson made a motion to adjourn the meeting at 8:17pm. Mr. Laude seconded the motion. Motion was carried.

Heidi Johnson, Clerk/Treasurer

Carrie Roecks, Mayor