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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 7:05pm.

Roll call took place. Those present were council members Micki Harnois, William Benson, Clint Stevenson, and Mayor Carrie Roecks. Heidi Johnson, Deputy Clerk, and several residents were also in attendance.

Mrs. Harnois made a motion to excuse Mr. Thompson. Mr. Benson seconded the motion. Motion was carried.

Mr. Benson made a motion to approve the minutes from January 20, 2016. Mrs. Harnois seconded the motion. Motion was carried.

LAYNE MERRITT, J-U-B ENGINEERING

Lagoon Liner Replacement Project

Mr. Merritt submitted, to council, Pay Request #9 totaling \$121,531.56. There was discussion about what the pay request included.

Mr. Stevenson made a motion to approve Pay Request #9. Mr. Benson seconded the motion. Motion was carried.

First Street Sidewalk Project

Mr. Merritt reported that all of the Temporary Construction Easements that were sent to the owners of the property affected by the project have been turned in. The next phase of the project is now ready to be started.

Lagoon/Pond #3

Over the next week, the Town will begin preparing for bidding of this phase of the project. The pre-bidding for the project will be on the 19th of February 2016 and the final bidding will be open on the 26th of February 2016 at Town Hall. Mr. Stevenson asked if there is any idea, yet, on the price of this portion of the project. Mr. Merritt said he has not run the numbers, so he is unsure at this point.

Mr. Merritt added that the Biosolids Permit Application is being submitted electronically this week.

Transportation Improvement Board (TIB)

Mr. Merritt stated that he spoke with Gloria Bennett at TIB regarding the improvement projects that were submitted by the Town for B Street, Spring Street and Sprague Street. Ms. Bennett said that although B Street is the best candidate, there are higher priorities in other areas at this time. She also mentioned that the Town needs to fix the drainage problem on B Street before TIB will take any action. The Town's application was not chosen for funding.

PUBLIC COMMENT

None

51 ANNOUNCEMENTS

- 52 • Mrs. Harnois announced that there is a Spokane County Republican Caucus from 10am – 12pm
53 on February 20th at the Harvest Moon.
54 • Ms. Roecks announced that on February 9th, there will be another Businessperson's Meeting at
55 5:30pm at Town Hall.
56

57 COMMISSION REPORTS

- 58 • Planning and Zoning - Nothing to report, although Resident Ken Plager has showed some
59 interest on being on the P&Z Commission.
60

61 COMMITTEE REPORTS

- 62 • Nothing to report.
63

64 ORDINANCES/RESOLUTIONS

- 65 • None
66

67 STAFF REPORTS

68 Public Works

- 69 • Mr. Stevenson mentioned that the Town is now discharging at the Lagoon
70 • Ms. Roecks reported that she received a letter from the Department of Ecology in regard to the
71 Town's National Pollutant Discharge Elimination System (NPDES) permit. The letter stated that
72 the Town is out of compliance because we do not employ a Class One operator at this time. Ms.
73 Roecks replied to DOE saying that we are actively looking for an operator and plan to have one
74 hired by the end of February.
75 • Mr. Stevenson mentioned that he asked the county if they would bring us the sand they pick up
76 when sweeping the streets in the spring. He said the Town could use it as a base when laying
77 pipes for sewer or water.
78

79 Clerk/Treasurer Report

- 80 • Mrs. Johnson submitted the utility adjustment report to council.
81 **Mr. Stevenson made a motion to approve the utility adjustment report for the month of**
82 **January 2016. Mr. Benson seconded the motion. Motion was carried.**
83 • Mrs. Johnson mentioned that there is an Avista rebate going on for LED lights and the office
84 qualifies for the rebate if the council would like to replace the office lights with LEDs. The council
85 asked that we get more details about final cost and savings.
86 • Mr. Stevenson asked if it should be required that the council approve a Treasurer's Report when
87 submitted. It was agreed that the report does not to be approved by council.
88 • Mr. Stevenson asked about the "Public Works Newsletter" that Marshall Ellsworth created. It
89 was agreed that the newsletter have a Public Works section when at all possible.
90

91 OLD BUSINESS

- 92 • None
93

94 NEW BUSINESS

- 95 • There is a vacant council position. Town Hall will accept applications until February 17, 2016.
96 Mrs. Johnson will make copies to give to council at the February 17, 2016 council meeting.
97

98 PUBLIC COMMENT

- 99 • None
100

101 COUNCIL REPORTS

- 102 • Mrs. Harnois reported what she did and learned at the recent AWC Board meeting. She met
103 with Senator Mark Schoesler who stated that he was very happy that it was Rockford who
104 received the legislature funding.

105
106 APPROVE CHECKS

107
108 **Mr. Stevenson made a motion to approve checks 13165 and 13166 for \$295,431.15. Ms. Harnois**
109 **seconded the motion. Motion was carried.**

110
111 **Mr. Stevenson made a motion to approve checks 13255 through 13280 for \$116,600.75. Mr.**
112 **Benson seconded the motion. Motion was carried.**

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115 Ms. Roecks called an Executive Session to order to discuss potential litigation at 8:45pm.
116 Executive Session adjourned at 9:00pm.

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120 Regular Meeting was adjourned 9:00pm.

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Heidi Johnson, Deputy Clerk

Carrie Roecks, Mayor