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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 7:00pm with the Pledge of Allegiance. Roll call took place. Those present were council members Micki Harnois, William Benson, Clint Stevenson and Dave Thompson. Councilmember Robert Tollefson was absent. Heidi Johnson, Deputy Clerk, and several residents were also in attendance.

Mayor Carrie Roecks swore-in councilmember Micki Harnois to fill her unexpired term until January 2016 when she will have to be sworn-in again for a new term.

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

**Mr. Thompson made a motion to approve the minutes from the Property Tax Levy Public Hearing on November 18, 2015. Mr. Benson seconded the motion. Motion was carried.**

**Mr. Thompson made a motion to approve the minutes from the 2016 Budget Public Hearing and Regular Meeting. Mr. Stevenson seconded the motion. Motion was carried.**

LAYNE MERRITT, JUB ENGINEERS

## Lagoon Liner Replacement Project

- Mr. Merritt submitted an application for payment for work completed by WM Winkler in October and November 2015 in the amount of \$366,746.25.  
**Mr. Thompson made a motion to approve revised payment request number seven for the Lagoon Liner Replacement project. Mr. Benson seconded the motion. Motion was carried.**
- Mr. Merritt submitted a request to add an additional item to the previously approved change order number three. This item is to add four feet of aluminum handrail on either side of the headworks channel at the lagoon, for \$2699.20. Mr. Merritt explained that this will be a safety requirement by Labor and Industries.  
**Mr. Stevenson made a motion to approve the additional item on change order number three. Mrs. Harnois seconded the motion. Motion was carried.**

## First Street Sidewalk Project

- Mr. Merritt asked that Ms. Roecks sign a letter written to the Department of Ecology, requesting an exemption from the Town's Shoreline Master Plan in order to construct approximately 1200 linear feet of six-foot sidewalk. The mayor signed the request.
- Ms. Roecks mentioned that Christy from Community Development Block Grant (CDBG) called and is processing our application for funds. CDBG asked that the Town submit proof of the number of residential hookups.

51  
52 PUBLIC COMMENT  
53 None  
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55 ANNOUNCEMENTS

- 56
- 57 • Ms. Roecks reminded everyone of the Holiday Open House at the Town Hall is December 3<sup>rd</sup>  
58 from 5pm-7pm.
  - 59 • Ms. Roecks also added that she has decided to remove the temporary status on Mrs. Johnson's  
60 title. Mrs. Johnson is now permanent, part-time Deputy Clerk.
  - 61 • There was discussion on lighting several trees in the park for Christmas
  - 62 • Mr. Benson mentioned that the website now has a complaint and "kudos" page.

63 COMMISSION REPORTS

64 No report, though it was mentioned that a couple residents have shown some interest in joining the  
65 Planning and Zoning Commission.  
66

67 COMMITTEE REPORTS

- 68
- 69 • Fee Schedule  
70 Mr. Thompson mentioned that Heather Cannon from Rural Community Assistance Corporation  
71 spent some time in the office researching our waste water fees and ordinances. She has some  
72 suggestions she will submit to the mayor when she is done with her report.]
  - 73 • Tree City, USA  
74 Mrs. Harnois reported that Garth Davis from Tree City had planted a Maple tree in the city park.  
75 After the mayor signs a proclamation stating that Friday, December 4<sup>th</sup>, 2015 is Rockford's  
76 official Arbor Day, the Town will be a "Tree City" for the fourth year in a row. Mr. Stevenson and  
77 Mr. Thompson will help Mrs. Harnois with the official picture on Friday morning.

78 ORDINANCES/RESOLUTIONS

79 **Mr. Thompson made a motion to adopt the 2016 Budget Ordinance 15-07. Mr. Stevenson**  
80 **seconded the motion. Motion was carried.**  
81

82 PUBLIC WORKS

- 83
- 84 • Mr. Thompson reported that the Well #5 report showed more usage in November than October  
85 which is due to three leaks in town that are now fixed. The additional water usage could also be  
86 due to Big Sky Industries using water to flush out the sewer backup that happened a couple  
87 weeks ago. Mr. Thompson explained where each leak was and how it was fixed.
  - 88 • Mr. Thompson reported that all of the Town's equipment and vehicles are being serviced and  
89 maintained.

90 CLERK/DEPUTY CLERK

- 91
- 92 • **Mrs. Harnois made a motion to approve the adjustment report for November. Mr.**  
93 **Stevenson seconded the motion. Motion was carried.**
  - 94 • Mrs. Johnson asked the council how they would like to proceed with the 2016 rental agreement  
95 with the fire station. The council would like it to be the same as 2015.

96 OLD BUSINESS

97 None  
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99 NEW BUSINESS

100 None

101 PUBLIC COMMENT

102 None

103

104 COUNCIL REPORTS

105 None

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107 APPROVE CHECKS

108 **Mr. Stevenson made a motion to approve checks 13167 through 13194 for \$35,892.47 with 13193**  
109 **voided. Mr. Thompson seconded. Motion was carried.**

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113 **Mr. Stevenson made a motion to adjourn the meeting. Mr. Benson seconded the motion. Motion**  
114 **was carried.**

115 Meeting was adjourned at 8:45pm.

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Heidi Johnson, Deputy Clerk

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Carrie Roecks, Mayor