

1 **Rockford Town Regular Council Meeting**
2 **June 5, 2019 7:00pm**
3

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 regular meeting to order at 7:05pm with the Pledge of Allegiance.
10 Roll call took place. Those present were Councilmembers Clint Stevenson, Micki Harnois, Tim Fricke
11 and William Benson. Clerk/Treasurer Heidi Johnson and Public Works' Dave Thompson were also in
12 attendance. It was noted that Brian Laude was absent due to work.
13

14 **Mr. Benson made a motion to excuse Brian Laude from the meeting. Mr. Fricke seconded the**
15 **motion. Motion was carried.**
16

17 **Mr. Stevenson made a motion to approve the amended agenda. Ms. Harnois seconded the motion.**
18 **Motion was carried.**
19

20 **Mr. Benson made a motion to approve the minutes from the 05/15/2019 regular meeting. Mr. Fricke**
21 **seconded the motion. Motion was carried.**
22

23 **Mr. Benson made a motion to approve the minutes from the 05/22/2019 special meeting. Mr. Fricke**
24 **seconded the motion. Motion was carried.**
25

26 JUB Engineers, Sam Mineer and Layne Merritt
27 Mr. Mineer stated that the last gabion basket installation and the hydroseeding for the 2018 Sewer
28 Improvement Project were completed. Mr. Thompson and Mr. Stevenson said that the completed project
29 looks good.

30 **Ms. Harnois made a motion to accept the 2018 Sewer Improvement Project. Mr. Benson seconded**
31 **the motion, motion was carried.**
32

33 Mr. Mineer presented Council with a change order, stating that the amount on the change order was \$0.00.
34 **Mr. Benson made a motion to accept Change Order #1. Mr. Fricke seconded the motion. Motion was**
35 **carried.**

36 Ms. Roecks suggested that the town send a letter to CDBG stating how the project completion has positively
37 affected the town's system and treatment plant.
38

39 Mr. Mineer submitted a recommendation of payment to Mountain Crest Enterprises. This recommendation
40 will cover the balance of the contract (retainage) and start the process of releasing the 5% retainage.

41 **Mr. Fricke made a motion to accept pay request #3, contingent on the contractor agreeing to it. Mr.**
42 **Stevenson seconded the motion. Motion was carried.**
43

44 Council discussed with the engineers, the possibility of doing a sewer extension study near Spring Street.
45 The purpose of the study is to see if extending the sewer in this area is feasible. Ms. Roecks asked that JUB
46 draft a proposal for Council to review at their next regular meeting.
47

48 LORRIE ENGLE, NORTHERN PALOUSE RURAL COMMUNITY LEADERSHIP COHORT

49 Mrs. Engle, on behalf of the cohort, requested Council's permission to use the fairground's main exhibit
50 building east wall as a palate for a community mural project during the fair. Council agreed that this was a
51 good project and would like to have a final say on any design before it is painted on the building.
52

53 ANNOUNCEMENTS

- 54 - An AWC Conference will be held in Spokane from 06/25-06/28/19. There is a scholarship
- 55 available through AWC and possibly one through RMSA for Councilmembers attending.
- 56 - There will be a Public Hearing on 06/19 at 7pm to discuss the town's Six-Year Transportation
- 57 Improvement Plan.

58
59 COUNCIL REPORTS

60 Ms. Harnois and Mr. Fricke attended a Small Cities Connectors meeting in Harrington. Mr. Fricke said the
61 meeting was very informative and there were several hot topics, including Affordable Housing. He said that
62 the CEO of AWC and one of the Lincoln County Commissioners was also in attendance. He suggested
63 other Councilmembers attending meetings like this.

64
65 Ms. Harnois said that she has been asked to speak at an upcoming conference for the Joint Transportation
66 Commission. She plans to talk about the Missile Base Road project and also about what it's like to work in
67 conjunction with the State of Washington.

68
69 Mr. Fricke added that he thinks Council and the Town should know how lucky we are to have Ms. Harnois.
70 He said she knows so many people and has so much knowledge and access to knowledge that he is
71 thankful to have her.

72
73 It was noted that Councilmember Brian Laude joined the meeting at 7:45pm.

74
75 COMMISSION REPORTS

76 Planning and Zoning

77 Chapter 7 – Critical Areas will be sent to Council by Friday for review. Ms. Harnois will also send Chapter 8
78 for review at the same time.

79 Ms. Harnois provided Council with Chapter 9 which is the definitions chapter of the Planning and Zoning
80 Regulations.

81
82 Comprehensive Plan

83 The Comprehensive Plan updates were submitted to the Department of Ecology and to the Department of
84 Commerce.

85
86 COMMITTEE REPORTS

87 Asset Committee – will meet the first part of July

88
89 PUBLIC COMMENT

- 90 - Resident Kelly Bowen recommended that the town purchase the CHS/Primeland property that is
- 91 currently for sale. He said he would hate to see a park be taken away from the town's younger
- 92 generation. He asked if there was anything that can be done and there was discussion on what
- 93 options there were. It was decided that Ms. Roecks and Mr. Bowen will make an appointment with
- 94 the manager at CHS to see what can be done.

95
96 ORDINANCES/RESOLUTIONS

97 **Mr. Fricke made a motion to approve Resolution 19-02 regarding the Small and Attractive Asset**

98 **Policy. Mr. Benson seconded the motion. Motion was carried.**

99
100 **Mr. Laude made a motion to approve Resolution 19-03 regarding the Fixed Asset Policy. Mr. Fricke**

101 **seconded the motion. Motion was carried.**

102
103 **Mr. Benson made a motion to approve Resolution 19-04 regarding the creditor claim on the Larson**

104 **estate. Mr. Fricke seconded the motion. Motion was carried.**

105

106 OLD BUSINESS
107 Lion's Club Lease – no update
108 Recycling Services – no update
109 Surplus Property – Council asked that this item be removed from the agenda
110

111 NEW BUSINESS

112 Flood Plain Review – Ms. Harnois stated that she found out that there are some discrepancies on the flood
113 map that FEMA created. She will work on getting it revised.
114

115 STAFF REPORTS

116 Public Works

- 117 • Mr. Thompson said they are busy working on completing the installation of the new playground
118 equipment.
- 119 • Mr. Thompson told Council that he spoke with the property owner at 166 NE Stringham, regarding
120 the illegal sewer hookup. The property owner stated that it was just pipe laying there and that it was
121 not connected to the sewer system. The pipe has since been removed.
122

123 Clerk/Treasurer

- 124 • Mrs. Johnson submitted the May Utility Bill Adjustments report.
125 **Mr. Benson made a motion to approve the May Utility Bill Adjustments. Mr. Stevenson**
126 **seconded the motion. Motion was carried.**
- 127 • Mrs. Johnson and Mr. Thompson spoke about the need for a jumping jack to compact any dirt that
128 needed to be backfilled during projects around town. The cost to the town to rent a jumping jack has
129 been \$100/day. Star Rentals would sell the town a used machine for \$1600. There was discussion
130 on the importance of having one on hand.
131 **Mr. Benson made a motion to purchase a jumping jack for \$1600.00. Mr. Fricke seconded the**
132 **motion. Motion was carried.**
133

134 PUBLIC COMMENT

- 135 - Resident Vicki Bergstrom asked for clarification on the May 15 minutes, asking what qualified as
136 "recyclables". Ms. Roecks said she needs to get more details from Spokane County.
- 137 - Mrs. Bergstrom asked if the Palouse Scenic Byway video could be added to the town's website. Mrs.
138 Johnson said yes it can be.
- 139 - Resident Ivan Willmschen mentioned that there is a tree that is blocking traffic view on Church
140 and River Street. Mr. Thompson said he would take care of it.
141

142 APPROVE CHECKS

143 **Mr. Stevenson made a motion to approve checks 16065-16097 and two EFTs, for a total of**
144 **\$31,361.24. Mr. Benson seconded the motion. Mr. Stevenson mentioned that his last two paychecks**
145 **totaled the same amount, and that it was not a mistake. Motion was carried.**
146

147 **Mr. Benson made a motion to adjourn the meeting at 9pm. Mr. Fricke seconded the motion. Motion**
148 **was carried.**
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Heidi Johnson, Clerk/Treasurer

Carrie Roecks, Mayor