

1 **Rockford Town Regular Council Meeting**
2 **October 2, 2019 7:00pm**
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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.
7

8 Mayor Roecks called the regular meeting to order at 7:02pm with the Pledge of Allegiance.
9 Roll call took place. Those present were Council members Clint Stevenson, Tim Fricke, William Benson and
10 Brian Laude. Deputy Clerk Jennie Hagen and Public Works' Patrick Marcalus were also in attendance.
11 Council member Micki Harnois was absent due to attending an Association of Washington Cities meeting.
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13 **Mr. Benson made a motion to excuse the absence of Ms. Harnois from this meeting. Mr. Fricke**
14 **seconded the motion. The motion was carried.**
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16 Ms. Roecks opened the public hearing at 7:04pm, stating the purpose of the hearing is to take input on the
17 on 2020 CDBG projects.

18 Layne Merritt from J-U-B started by discussing the Town of Rockford's status for CDBG as non-qualified due
19 to recent income level reports; a recent discovery. He also stated that Fairfield now qualifies.

20 According to the American Community Survey, we are above the 50.4% moderate threshold. Discussion
21 continued around next steps with the result being to look into an income study. Layne will be at a CDBG
22 workshop on November 9th and will try to get more insight there about qualification criteria and re-qualifying.
23 The Town Clerk will also do more research on income studies, other possible sources of funding for these
24 types of projects, and contact Fairfield since they now qualify to see if we might get some insight from that
25 perspective.

26 Initially the primary purpose for the hearing was to narrow down the project list, the consensus was our best
27 candidate at this time is the Weaver/Pacific Streets sewer line replacement.

28 The public hearing was closed at 7:17pm.
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30 **Mr. Benson made a motion to approve the amended agenda and added a change by suggesting**
31 **moving the Lion's Club Exhibit Building Lease to the first topic since there were 3 Lions present for**
32 **the discussion. Mr. Stevenson seconded the motion. The motion was carried.**
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34 **Mr. Stevenson made a motion to approve the minutes from the 09/18/2019 regular meeting. Mr.**
35 **Laude seconded the motion. The motion was carried.**
36

37 OLD BUSINESS

38 Lion's Club Lease
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40 Steve Foley, Ivan Willmschen, and Jim Clouse were present to represent the Lion's Club, they currently
41 have no president. Mr. Foley requested to start by presenting 5 talking points.

- 42 • There has always been a good relationship between the Lion's Club and the Town of Rockford.
- 43 • There is an existing legal and binding contract.
- 44 • Last spring the three present were made the committee to review the proposed new lease but the
45 final decision would be by the entire club; they do not meet in the summer and were not aware of the
46 October 1st deadline for a decision.
- 47 • Mr. Foley's opinion: is to not accept any unilateral decisions on lease.
- 48 • Mr. Foley's opinion: A representative from Town attend a Lion's Club meeting to:
 - 49 1. Recognize the current legally binding contract and
 - 50 2. Recognize the need to use the building to store equipment over the winter.

51 Mr. Willmschen said Chris Ramsey needs storage this winter for 4 combines but will not after this winter.

52 Ms. Roecks agreed to the importance of the relationship between the Town and the Lion's Club. Times
53 have changed and both parties have broken the lease over the years in some way or another. Mr. Clouse
54 disagreed.

55 The primary driver for the new lease is the Town's insurance company. We need to have a new lease to
56 cover what insurance needs.

57 Mr. Foley wanted an editable version and Ms. Roecks was willing to provide a copy but not for editing. The
58 major problem was lacking proof that sub lessor be required to provide proof of insurance. Mr. Clouse said
59 the lease contract is more complicated than need be. Ms. Roecks explained it is from a template that is
60 approved for the purposes we need to have covered, primarily insurance.

61 Ms. Roecks put up a proposal to mutually terminate the current Lion's Club lease and have the Town work
62 directly with Mr. Ramsey to establish a short-term lease for winter storage. Rather than leasing from the
63 Lion's Club, he can donate as he wishes to the Lion's Club since the lease with the Town will only be for \$1.
64 Mr. Fricke offered to represent the Town of Rockford at the Lion's Club meeting on October 28th when Mr.
65 Benson presents the Town's proposal to lease directly to Mr. Ramsey.

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67 ANNOUNCEMENTS

68 - Public Hearing to take public comment on an increase in property tax levy, 10/16/2019 7:00pm

69 - Public Hearing to take public comment on an increase in EMS tax levy, 10/16/2019 7:10pm

70 - Town of Rockford's Arbor Day 10/25 3:30pm

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72 COUNCIL REPORTS

73 Mr. Fricke provided a positive review on the workshop "13 Ways to Kill Your Community" sponsored by
74 AVISTA. He attended with fellow council member Ms. Micki Harnois and Town Clerk Mrs. Heidi Johnson.

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76 COMMISSION REPORTS

77 None

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79 COMMITTEE REPORTS

80 None

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82 PUBLIC COMMENT

83 - Mr. Benson thanked the Lion's Club for considering the latest proposal.

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85 ORDINANCES/RESOLUTIONS

86 **Mr. Fricke made a motion to adopt Ordinance 19-04 the Construction Standards updates. Mr. Benson**
87 **seconded the motion. The motion was carried.**

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89 OLD BUSINESS

90 See Above

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92 NEW BUSINESS

93 Snow Plow Policy: The updated Snow Plow Policy changes were reviewed and discussed. Once approved,
94 the updated policy will be posted on the Town website and a synopsis will be provided in the monthly
95 newsletter.

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97 **Mr. Stevenson made a motion to adopt the updated Snow Plow Policy. Mr. Fricke seconded the**
98 **motion. The motion was carried.**

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100 Fire Department

101 • Fire Chief Gary Hill reported that the FEMA Grant request for new Air Packs was approved; the
102 grant is valued at \$40,000 and there is 2% match requirement of \$2,000. He requested approval for
103 the Town of Rockford to provide the matching funds.

104 • The new gear will be on the Town's Fire Truck.

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Mr. Benson made a motion that the Town provide the \$2,000 matching funds for the Air Packs. Mr. Fricke seconded the motion. The motion was carried.

- Chief Hill briefly covered concepts and ideas about improving the Town’s rating from the Washington State Survey Rating Bureau.
 - Emergency Reporting software is being used to track all trainings and incident responses which helps in the evaluations.
 - Fire inspections resulting in fines for non-conformance and/or suggestions for improved safety. We may need to establish standards for this type of program. Further investigations into this investigative program to follow.
 - Annual hydrant testing and flow reporting are a requirement by NFPA and improve our survey ratings. This is a must do for the town.

Public Works

Mr. Marcalus reported for Public Works.

- Park Restrooms closed on October 1st.
- Park sprinkler system blown out on October 2nd.
- Creek dredging completed.
- Compost Facility: we have issues with customers dumping root balls and limbs larger than the chipper can handle. It costs more than we bring in for the labor. Discussion:
 - Rockford residents only?
 - Shut down completely?
 - Specific chipping days so we can monitor?
 - Implement active monitoring?
 - Charge more?
 - On-site chipping? May be insurance issues.

Clerk/Treasurer

- September Utility Bill Adjustments:

Mr. Stevenson made a motion to approve the Utility Bill Adjustments for September. Mr. Benson seconded the motion. The motion was carried.

- The Past Due Report was reviewed by the Council. No discussion or comment.

PUBLIC COMMENT

- Mr. Willmschen wanted to mention he agrees with the Town’s assessment to forego implementation of a recycling “center.”

APPROVE CHECKS

Mr. Stevenson made a motion to approve checks 16244-16270 and 2 EFT’S for a total of \$43,220.64. Mr. Benson seconded the motion. The motion was carried.

Mr. Benson made a motion to adjourn the meeting at 8:34pm. Mr. Laude seconded the motion. The motion was carried.

Heidi Johnson, Clerk/Treasurer

Carrie Roecks, Mayor