

1 **Rockford Town Council Regular Meeting**  
2 **March 16, 2022, 7pm**  
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.  
7

8 Mayor Carrie Roecks called the regular meeting to order at 7:00pm with the Pledge of Allegiance.  
9

10 Roll call took place. Those in attendance were Mayor Carrie Roecks, Councilmembers Clint Stevenson, Tim  
11 Fricke, Micki Harnois, Mark Lonam and Brian Laude. Clerk/Treasurer Heidi Johnson and Public Works'  
12 Dave Thompson were also in attendance.  
13

14 **Mr. Stevenson made a motion to approve the amended agenda. Mr. Fricke seconded the motion.**  
15 **Motion was carried.**  
16

17 **Mr. Stevenson made a motion to approve the minutes from the 03/02/2022 regular meeting. Mr.**  
18 **Laude seconded the motion. Motion was carried.**  
19

20 ANNOUNCEMENTS

- 21 - Mobile Food Bank 03/24/22 from 2:15-3pm at the Methodist Church.  
22 - Ms. Harnois is now on the Board of Directors for the Partners for Rural Washington. She said they  
23 are trying to get something together for new clerk training and also creating a committee for cities  
24 with a population under 1000.  
25

26 COUNCIL REPORTS

27 Ms. Roecks asked Ms. Harnois to remind everyone of the other committees she's involved in. Ms.  
28 Harnois answered Risk Management Service Agency (through the Association of Washington  
29 Cities), a board member for AWC, the Spokane Regional Transportation Council and the Steering  
30 Committee.  
31

32 COMMISSION REPORTS

33 Planning Commission

34 The three eligible applicants will meet for the first time on April 5<sup>th</sup> at 7pm. Ms. Roecks asked that Mr.  
35 Thompson and Mrs. Johnson attend, as well.  
36

37 COMMITTEE REPORTS

38 Asset Management

39 Deputy Clerk Jennie Hagen reported that she, along with Public Works, is working to get a completed  
40 inventory and plans to schedule a meeting once the list is more complete. The use of different databases for  
41 inventory was discussed and Ms. Hagen hasn't yet decided which program will be the most cost effective  
42 and user friendly for the town.  
43

44 Tree City

45 Ms. Harnois provided Mr. Thompson with a list of trees available from the Conservation District, which  
46 should be available for free if they are grown on-site where their office is located. Rockford's Arbor Day will  
47 be April 29, 2022. Mr. Thompson said he will contact Garth Davis to discuss which trees are available for  
48 planting that day.  
49

50 PUBLIC COMMENT

- 51 - Resident Jennie Hagen reported that the manager of the Rockford Mini Mart, Vijay Kumar, got his  
52 citizenship today.

53 ORDINANCES/RESOLUTIONS

54 **Mr. Stevenson made a motion to approve Resolution 22-03, updating the fee schedule. Mr. Lonam**  
55 **seconded the motion. Mr. Fricke asked Mrs. Johnson what has changed on the fee schedule and**  
56 **Mrs. Johnson said the \$30.78 Lagoon Loan Payment fee was removed. The final loan payment is in**  
57 **the stack of checks for tonight's approval. Motion was carried.**  
58

59 **Mr. Stevenson made a motion to remove the \$30.78 fee from the utility bills, associated with the**  
60 **lagoon loan payment, leaving \$9.22 for the Operations and Maintenance only, starting on the March**  
61 **31<sup>st</sup>, 2022, billing cycle. Mr. Laude seconded the motion. Motion was carried.**  
62

63 OLD/NEW BUSINESS – none  
64

65 STAFF REPORTS

66 Public Works

- 67 - Mr. Thompson said that Richard Culton, with Spokane County/CDBG, emailed some information
- 68 stating that the town must have an identified CDBG eligible project before contracting out an income
- 69 survey, and must get HUD approval of the process we plan to follow before the survey is conducted.
- 70 - Mr. Thompson said that Blue Logix and Wifiber will be at Town Hall on Friday to finish updating and
- 71 installing the new software for the SCADA system.
- 72 - Sam Mineer with JUB Engineers is scheduled to meet with Mr. Thompson and Mrs. Johnson on
- 73 March 23 to discuss finalizing the town's Design Standards.

74 Clerk/Treasurer

- 75 - Mrs. Johnson said Ziplly Fiber contacted her to present materials regarding fiber opportunities to
- 76 Council. She said that she told Ziplly that the town is working with other local towns and Spokane
- 77 County to start the project of installing fiber through another group, but that she would provide the
- 78 fact sheets and other materials to Council. Council agreed to continue to work with Petrachor and
- 79 not Ziplly for this project.
- 80 - Updating the personnel policy for working holidays was discussed. Council decided to make no new
- 81 changes to the policy.
- 82 - Mrs. Johnson reported that the B Street dedication from Steve Meyer has now been recorded with
- 83 Spokane County.
- 84 - Mrs. Johnson offered the Dispatch Report from the Fire Department, if anybody wanted to review it.

85  
86 PUBLIC COMMENT

- 87 - Resident Ivan Willmschen asked what check 17457 was for. Mr. Thompson replied that its for the
- 88 SCADA software programming.

89  
90 EXECUTIVE SESSION from 8:03 – 8:20pm to discuss legal proceedings with the town's attorney.  
91

92 APPROVE CHECKS

93 **Mr. Stevenson made a motion to approve checks 17443-17457, and 1 EFT, for a total of \$108,649.73.**  
94 **Mr. Fricke seconded the motion. Motion was carried.**  
95

96 **Mr. Stevenson made a motion to adjourn the meeting. Mr. Laude seconded the motion. Motion was**  
97 **carried.**  
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99 The meeting adjourned at 8:23pm.  
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Heidi Johnson, Clerk/Treasurer

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Carrie Roecks, Mayor