

Rockford Town Council Special Meeting  
10 June 2015 7:00 PM

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 *pro tem* Carrie Roecks called the regular meeting to order at 7:00PM.

Ms. Roecks asked Mr. Art Grewe (citizen) to lead the Pledge of Allegiance, and it was recited.

Roll call was announced. The following Rockford City Council members were present:  
Micki Harnois, Clint Stevenson, Carrie Roecks, Dave Thompson, Robert Tollefson.

Ms. Roecks stated the purpose of the Special Meeting: To discuss specific items: i.e. General  
Town Business. There will be no public comments this meeting.

Ms. Roecks addressed the Personnel Policy Review. Mr. Tollefson remarked that progress was  
being made, and offered that he had obtained additional copies of example Personnel Policies  
from AWC/RMSA as well as other municipalities. These policies are being reviewed by  
volunteers and expects a good draft as early as 17<sup>th</sup> June Regular Meeting. Ms. Roecks asked if  
the first regular meeting in July (1 July) was feasible for adoption. Mr. Tollefson invited all  
citizens to provide input during this process.

Ms. Roecks addressed the Job Description for the position of Town Clerk/Treasurer. She offered  
comments regarding the position. She observed that the current description was somewhat  
antiquated, and commented that she would like to see an addition that encompassed  
“promoting the positive image of the town”. She then read the desired line items to the  
Council, and charged the Council member to prioritize the draft listing for next regular meeting.

Ms. Roecks then addressed the Six Year Transportation Plan (6YTP). She briefly described the  
process entailed under the 6YTP. Mr. Thompson continued by saying that the list needed to be  
prioritized, with emphasis to coordinate projects so that new projects or improvements where  
completed over old infrastructure that would require new construction to be torn up. Mr.  
Stevenson reiterated that same concern in regards to his recent TIB fund meeting. Ms. Roecks  
reviewed the changes for TIB fund eligibility. There was discussion as to the prioritization of  
6YTP line items. A Public Hearing will be held on the 17<sup>th</sup> of July to allow Public discussion of the  
6YTP. Ms. Roecks asked that recommendations and prioritizations be turned in by Monday  
morning, 15<sup>th</sup> July.

Ms. Roecks then address a statement made by a former employee of the town, who stated that  
there would be no more funding available in the form of grants from the Department of Health.  
Ms. Roecks, Mr. Stevenson, and Mr. Thompson met with representatives from the Department  
of Health and the Rural Community Assistance Corporation (RCAC), and the statement is

incorrect. These representatives contacted the Town with an offer of assistance to bring the Town into a position of self-reliance. Ms. Roecks commented that the meeting was protracted and extremely beneficial. She outlined the nature of the assistance offered by these organizations and possible projects. Among these Mr. Stevenson asked about possible decommissioning of Well #4 and ways to fund such a project. The representatives offered their assistance in seeking funding. Mr. Stevenson said that the meaning was "the most positive" he had seen in "a long time."

Mr. Stevenson asked the Council to address bulk water rates. He reviewed the water rates being paid by the County and State (\$4.50/thousand gallons), whereas CHS bulk pays \$2.50 for its bulk watering operation (this does not include water used in office spaces or locally.) Mr. Stevenson recommends that the bulk rate be equal to that paid by the County and State. Mr. Thompson expressed his agreement. Mr. Tollefson advised that there must be parity to all customers according to existing ordinances. Mr. Thompson commented that there must be money set aside to replace worn out equipment, and this would be part of the assistance offered by these organizations. Mr. Stevenson recommended revisiting all water related fees per the Fee Schedule Ordinance. Mr. Thompson recommended revisiting billing rates in light of the assistance of these organizations.

Ms. Roecks mentioned that she would be getting assistance from Heidi (from Latah) in regards to BIOS operations and billing codes.

She recommended postponing some items until the 27<sup>th</sup> July meeting.

Ms. Roecks then addressed committee membership. Membership of committees was reviewed and finalized.

Ms. Roecks spoke about some of the bureaucratic process resources provided by AWC. She specifically addressed processes related to water management. She requested that the members of the Water Committee review that information.

Mr. Stevenson brought up the 3% increase as allowed by ordinance for consideration and discussion. Ms. Roecks mentioned that such an increase would average about \$0.68.

Ms. Roecks commended Mr. John Goyke, Public Works Supervisor for his participation, enthusiasm and effort as the Town moves forward. Ms. Roecks also thanked the citizens of the Town of Rockford for their support. Ms. Roecks also thanked all the volunteers for their work, especially Kristi & Jeff Cochrane.

Ms. Roecks asked for a motion to adjourn.

**Mr. Thompson made a motion to adjourn the special meeting. Mr. Stevenson seconded. No discussion. Passed.**

89 Ms. Roecks adjourned the Regular Meeting at 8:06 PM.

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Micki Harnois, Clerk Pro-tem

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Carrie Roecks, Mayor Pro-Tem