

1 **Rockford Town Council Regular Meeting**  
2 **April 6, 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.  
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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,  
11 Micki Harnois, Mark Lonam and Brian Laude. Clerk/Treasurer Heidi Johnson and Public Works' Dave  
12 Thompson were also in attendance.

13 Councilmember Tim Fricke was absent.  
14

15 **Mr. Stevenson made a motion to approve the amended agenda. Mr. Laude seconded the motion.**  
16 **Motion was carried.**  
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18 **Mr. Stevenson made a motion to approve the minutes from the 03/16/2022 regular meeting. Ms.**  
19 **Harnois seconded the motion. Motion was carried.**  
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21 ANNOUNCEMENTS

- 22 - Youth Baseball registration is open and end 04/20/2022.
- 23 - Frog Regatta 04/23/2022. Kids games and hot dogs in the park from 1-2pm, race begins at 3pm.
- 24 - Rockford's Arbor Day celebration will be 04/29/2022 at 4pm.
- 25 - Spokane Valley Partners Mobile Food Bank will be at the Methodist Church on 04/14 and 04/28 from  
26 2:15-3pm
- 27 - Small Cities Connectors meeting for elected officials at Newport on 05/10/2022, starting at 5pm.  
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29 COUNCIL REPORTS – None  
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31 COMMISSION REPORTS

32 Planning Commission

33 The four applicants met on 04/05/2022 with Ms. Johnson to be introduced, nominate a chairperson and  
34 discuss the requirements/procedures of being on the Planning Commission.

35 **Mr. Stevenson made a motion to accept Gregg Tenne, Darian Jordan, Rachel Burgess and Beth**  
36 **Bowen as the new commissioners. Mr. Lonam seconded the motion. Motion was carried.**  
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38 Ms. Johnson reported that the group nominated Mr. Tenner as Chairperson, Mr. Jordan as Vice Chairperson  
39 and Mrs. Burgess as Secretary.

40 **Mr. Stevenson made a motion to accept the recommended officers. Ms. Harnois seconded the**  
41 **motion. Motion was carried.**  
42

43 The Planning Commission submitted a recommendation to Council regarding changing the minimum lots  
44 size of R1 zone from 5000 square feet to 7500 square feet. Council discussed the possible effects of this  
45 recommendation and asked Mrs. Johnson to find out some more information on how to make the change via  
46 a text amendment to the Planning and Zoning Ordinance.

47 The Planning Commission will meet again on 05/04/2022 at 7pm.  
48

49 COMMITTEE REPORTS

50 Asset Management

51 Vehicle inventory and finding an acceptable asset management program have been the main focus for this  
52 committee.

53 Tree City

54 Mr. Stevenson said that he had done some research on the trees offered from the Conservation District and  
55 he doesn't think any of them will thrive in the park, with it being so wet for so long into the year. Ms. Harnois  
56 said she will discuss that with Garth Davis to see what his thoughts are.

57

58 PUBLIC COMMENT

- 59 - Resident Ivan Willmschen said that the minimum square footage of property used to be 8700sq ft,  
60 then it was changed to 5000sq ft and asked if now Council is changing it to 7500 sq ft. Ms. Roecks  
61 said that its being discussed because it is being found that 5000 sq ft may be too small.
- 62 - Resident Hannah Domit said that she walks through the park and on along the dike on the creek  
63 everyday and has noticed how bad the cigarette butts are. Many agreed that the piles of cigarette  
64 butts are being created by one person. Ms. Roecks said she will talk to the resident and remind them  
65 that there are garbage cans and butt cans that need to be used. Ms. Domit thanked Ms. Roecks and  
66 offered to help clean them up. She also mentioned that the fence line along the Mini Mart is also  
67 collecting quite a bit of garbage. Ms. Domit suggested installing a park bench along the dike  
68 somewhere and maybe one in the park by the memorial. Mr. Thompson agreed and will look into  
69 options for installing a bench and possibly replacing some of the picnic tables in the park.

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71 ORDINANCES/RESOLUTIONS - None

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73 OLD BUSINESS – None

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75 NEW BUSINESS

76 Spokane County has requested that the town sign an Memorandum of Understanding, allowing the County  
77 to take the lead on the Broadband Project.

78 **Mr. Stevenson made a motion to accept the Spokane County MOU regarding the Broadband project.**

79 **Mr. Lonam seconded the motion. Motion was carried.**

80

81 Mrs. Johnson discussed a quote from Wifiber to transfer the town's phone lines to them. The quote shows a  
82 significant change in monthly price, compared to Zply, and will include many more features.

83 **Mr. Stevenson made a motion to accept the Wifiber bid for phone upgrades. Mr. Laude seconded the**  
84 **motion. Motion was carried.**

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86 STAFF REPORTS

87 Public Works

- 88 - Mr. Thompson said that Public Works has been working on replacing a sewer service line for a  
89 resident on Weaver/Church Streets. This was an emergency project that couldn't wait until a  
90 contractor was available. The homeowner will be billed for the time and materials once it has been  
91 completed. There have been many environmental factors that have contributed to delaying the  
92 completion of the project.
- 93 - Mr. Stevenson discussed the town purchasing a trench box or cribbing to be used when digging  
94 lines for infrastructure. Mr. Thompson agreed that it is necessary and maybe Rockford and Fairfield  
95 could possibly split the cost. Ms. Roecks said to make this a priority.
- 96 - Mr. Thompson said that they are also working on replacing a sewer line on First Street.
- 97 - Mr. Thompson said that the new potential owners of 537 S Second Street would like to build a  
98 couple houses on the lots, after removing the existing manufactured home. They are requesting that  
99 the town pay for the manhole at the mainline to be in installed. Ms. Roecks said that Mr. Thompson  
100 could make that decision based on what the town need to maintain the sewer mainlines.

101

102 Clerk/Treasurer

103 - Ms. Harnois made a motion to approve the Utility Bill Adjustment Report for March. Mr. Stevenson  
104 seconded the motion. Motion was carried.

105 - The Past Due report was reviewed.

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- Mrs. Johnson gave the Treasurer's Report, stating that the total amount in all funds at the end of March was \$700,993.43.
- Mrs. Johnson asked Council if the town would be willing to sponsor the Youth Baseball program by paying for the porta-potties at each park again.  
**Mr. Stevenson made a motion to pay for the porta-potties for the baseball program. Mr. Lonam seconded the motion. Motion was carried.**

**PUBLIC COMMENT**

- Resident Ivan Willmschen asked what one of the amounts on the past due report meant. After some discussion, Mr. Lonam figured it out and stated the amounts in question are the average amount past due.
- Lorrie Engle said that she and her husband will be at the Frog Regatta Festival giving out helmets from Marissa's Lids for Kids. The first 50 kids there will get a free helmet.

**APPROVE CHECKS**

**Mr. Stevenson made a motion to approve checks 17458-17484, and 7 EFTs, for a total of \$39,422.95. Ms. Harnois seconded the motion. Motion was carried.**

**Mr. Laude made a motion to adjourn the meeting. Mr. Lonam seconded the motion. Motion was carried.**

The meeting adjourned at 8:04pm.