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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 Carrie Roecks called the meeting to order at 7:00pm.

Councilmember William Benson resigned his current chair, effective immediately, in order to accept the chair that he was elected into in the most recent election.

Councilmembers Mrs. Harnois, Mr. Stevenson and Mr. Benson, who were all recently elected, took the official oath of office. There is now a vacant council position.

Roll call took place. Those present were council members Micki Harnois, William Benson, Clint Stevenson, Dave Thompson and Mayor Carrie Roecks. Heidi Johnson, Deputy Clerk, and several residents were also in attendance.

**Mr. Thompson made a motion to approve the amended agenda. Mr. Stevenson seconded the motion. Motion was carried.**

**Mr. Thompson made a motion to approve the minutes from the EMS Tax Levy Public Hearing on December 16, 2015. Mr. Stevenson seconded the motion. Motion was carried.**

**Mr. Benson made a motion to approve the minutes from the December 16, 2015 regular meeting. Mrs. Harnois seconded the motion. Motion was carried.**

Layne Merritt J-U-B Engineers, Inc.

# Lagoon Liner Replacement Project

- Mr. Merritt presented a request for payment #8 of the Lagoon Liner Replacement Project from WM Winkler for \$145,971.87. There was discussion on the spreadsheet submitted and what the payment covers.

**Mr. Thompson made a motion to approve the request for payment. Mrs. Harnois seconded the motion. Motion was carried.**

- Mr. Merritt presented Change Order #4 to the council. The first part of the change order was from Advanced Electric and Alarm Systems, Inc. The amount was for \$5245.00. The change order stated that there needs to be conduit laid in the existing trenches at the lagoons so that electrical wire can be pulled through for Phase #2 (lagoon #3) of the project. A second part of the change order, from WM Winkler, was submitted to add aluminum handrails as a safety precaution. The total for the second portion was for \$220.62.

There was another suggestion my Mr. Merritt about adding a Humidistat ventilation to the control building at lagoons to prevent humidity from building up and causing issues with the electrical. The council decided to wait until a later date to possibly add the ventilation.

**Mr. Thompson made a motion to approve Change Order #4 from Advanced Electric and Alarm Systems, Inc. in the amount of \$5245.00 and WM Winkler in the amount of \$220.62. Mr. Benson seconded the motion. Motion was carried.**

51 First Street Lighting

- 52 • Mr. Merritt mentioned that Mrs. Harnois has been asking for some research on some new  
53 lighting along First Street. Ray Watkins from Avista said that the bathrooms would be a good  
54 place to run power from, if any new lighting needed an existing source. He also said that cost for  
55 lamps, posts and connection could total \$25000 to \$30000.

56  
57 PUBLIC COMMENT

- 58 • Bill Creed – asked Mr. Merritt why adding a Humidistat to the control building was not included  
59 in the original bid at the lagoons. Mr. Merritt explained that the contractor wanted to see if there  
60 would be a problem with humidity first, and had wanted to keep costs down.
- 61 • Bill Creed – asked how many light poles are need in the park. Mr. Merritt said four.
- 62 • Bill Creed – mentioned that Sherriff Ozzie Knezovich will be having a “Town Hall Meeting” on  
63 January 13<sup>th</sup>, 2016 at 7pm at the McIntosh Grange in Rockford.

64  
65 COMMISSION REPORTS

66 No report, though it was mentioned that a couple residents have shown some interest in joining the  
67 Planning and Zoning Commission. Mr. Benson and Patrick Marcalus will put together a job description  
68 to post to the town website.

69  
70 COMMITTEE REPORTS

- 71 • Personnel Policy is ready to be ready to be viewed by council.

72  
73 ORDINANCES/RESOLUTIONS

74 John Wayne Trail Resolution 15-08

75 Ms. Roecks explained what the John Wayne Trail is and asked council if they wanted to support it.  
76 Council suggested editing the resolution that was provided to better suit the Town of Rockford. It was  
77 decided that the council will approve the resolution in January, with corrections to the resolution made.  
78 **Mrs. Harnois made a motion to approve Resolution 16-01. Mr. Thompson seconded the motion.**  
79 **Motion was carried.**

80  
81 PUBLIC WORKS

- 82 • Mr. Thompson stated that he and Mr. Stevenson will be meeting with the potential satellite  
83 operators on January 7, 2016.
- 84 • Mr. Thompson said that they are still searching for a full-sized pick-up and that there was some  
85 work done to the SCOPE car by Patrick Marcalus and Marshall Ellsworth. The SCOPE car is  
86 running much better.

87  
88 CLERK/DEPUTY CLERK

- 89 • **Mr. Thompson made a motion to approve the adjustment report for December 2015. Mr.**  
90 **Stevenson seconded the motion. Motion was carried.**
- 91 • Council discussed eliminating the 10-day past due notices since there is no policy or ordinance  
92 stating they are required. The council decided that, with proper notification, the 10-day notices  
93 can be eliminated

94  
95 OLD BUSINESS

96 Rock Creek/DOT

- 97 • Mrs. Harnois reported that her contacts at DOT, Harold White and Glenn Wagemann, will come  
98 to a council meeting to address the dredging of overgrown weeds under the Emma Street Bridge.  
99 She reported that they said will answer any questions regarding the intersection at Emma and

First Streets. Mrs. Harnois stated that the re-painting of the parking stall lines on First Street will be at the expense of the Town.

#### NEW BUSINESS

- There is now a vacant council position.

#### PUBLIC COMMENT

- Patrick Marcalus mentioned that Fairfield has a new electronic reader board that can be read from the highway. He wondered what the cost would be for Rockford to obtain something like that.
- Patrick Marcalus mentioned asked that a section in the newsletter be saved to remind residents not to block the sidewalks when shoveling or snow-blowing their driveways.

#### COUNCIL REPORTS

- Ms. Roecks reported that she and Mr. Merritt met with Gary Wagner, who serves on the Community Development Block Grant Board, and gave him some information on what the Town needs in regard to a new well. He will report to CDBG at their next meeting and keep Ms. Roecks in the loop.
- It was reported that the Spokane Regional Transportation Council is relocating and want to surplus some of their older furniture. It was decided that the Town will pay \$100 for a flat map storage and three folding tables.
- Ms. Roecks asked that the council make a short-term goal list to keep in the office. This list can be added to and checked off when projects get completed.

#### APPROVE CHECKS

**Mr. Stevenson made a motion to approve checks 13210 through 13235, excluding 13212 through 13219, 13224 and 13228 through 13230, and including EFTs for \$263,495.86. Mr. Thompson seconded. Motion was carried.**

**Mr. Stevenson made a motion to approve checks 13224 through 13 for \$164,472.75 with one EFT Payment in the amount of \$647.91 voided. Mr. Thompson seconded. Motion was carried.**

**Mr. Stevenson made a motion to approve checks 13224, 13228, and 132229 for \$446.00. Mrs. Harnois seconded. Motion was carried**

**Mr. Stevenson made a motion to approve checks 13209-13219 excluding 13210 and 13211 for \$8534.53. Mr. Benson seconded.**

Mr. Thompson made an announcement that he will not be at the next meeting on January 20, 2016.

Meeting was adjourned 8:45pm.

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Heidi Johnson, Deputy Clerk

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Carrie Roecks, Mayor