

1 **Rockford Town Regular Council Meeting**
2 **August 15, 2018 7:00pm**

3 NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN
4 ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A
5 SUMMARY OF THE DISCUSSION AND VOTING.

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

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9 Roll call took place. Those present were Mayor Carrie Roecks, Councilmembers Clint Stevenson, Micki
10 Harnois, Tim Fricke and Brian Laude. Councilmember William Benson was absent. Clerk/Treasurer
11 Heidi Johnson and Public Works' Patrick Marcalus were also in attendance.

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13 **Mr. Laude made a motion to excuse Mr. Benson from the meeting. Mr. Fricke seconded the motion.**
14 **Motion was carried.**

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16 **Mr. Stevenson made a motion to approve the amended agenda. Ms. Harnois seconded the motion.**
17 **Motion was carried.**

18
19 **Mr. Stevenson made a motion to approve the minutes from the 08/01/2018 regular meeting. Mr.**
20 **Laude seconded the motion. Motion was carried.**

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22 **Mr. Fricke made a motion to approve the minutes from the 08/06/2018 special meeting. Mr.**
23 **Stevenson seconded the motion. Motion was carried.**

24
25 ANNOUNCEMENTS

- 26 - Public Works will be turning the sprinklers on in the park from 12pm – 2pm on Wednesdays and Fridays for
27 the kids to play in.
28 - The 08/16/2018 movie in the park will be the last of the summer.
29 - The Spokane County Library District is sponsoring a free concert in the park on 08/18/2018 at 2pm.
30 - Vacation Bible School will take place in the park from 08/20/2018 – 08/24/2018, from 9am-12pm.

31
32 COUNCIL REPORTS

33 Ms. Harnois has registered for the IACC Conference in October.

34
35 COMMISSION REPORTS

36 Planning and Zoning

37 638 S First Street Fence Permit

38 There was discussion about placing a fence in the town's undeveloped street. Mr. Fricke said that he would
39 like to see a signed agreement stating that the homeowner understands that its in the street and that he will
40 grant any access to the town, if needed. The agreement also needs to state that the fence permit is
41 "temporary." Council asked Ms. Johnson to strongly suggest to the homeowner, Trevor Morris, that he
42 should discuss the placement of the fence with the owner of the neighboring property.

43 **Ms. Harnois made a motion to approve the fence permit for Trevor Morris with the following criteria;**
44 **that the owner understands the permit is "temporary, that the agreement of understanding includes**
45 **allowing access to the town at any time and that he has a friend discussion with the neighboring**
46 **property owner about fence placement. Mr. Laude seconded the motion. Mr. Stevenson objected.**
47 **Motion was carried.**

48 Comprehensive Plan

49
50 Ms. Harnois provided copies of sign and parking regulations, temporary use permit language, outdoor
51 lighting regulations and historic property standards. She asked that Council review the documents and make
52 notes to discuss at the next council workshop.

53 COMMITTEE REPORTS

54 Ms. Harnois said that the Tree City Committee will need to decide on an Arbor Day for Rockford.

55
56 PUBLIC COMMENT

57 - Resident Ivan Willmschen stated that the town needs to require a survey for any fence or building permits
58 requested. He then asked if cleaning Rock Creek is on the agenda for this year. Mr. Willmschen also asked
59 what kind of foundation Ms. Harnois would like to begin, and what it would entail.

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61 ORDINANCES/RESOLUTIONS
62 None

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64 OLD BUSINESS
65 None

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67 NEW BUSINESS
68 None

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70 PUBLIC COMMENT

71 - Resident Ivan Willmschen asked what the check for White Block Company was for and if the purchase of
72 fair shirts for staff was really necessary.

73
74 STAFF REPORTS

75 Public Works

- 76 • Mr. Marcalus reported that the hydrant and water meter at the post office was fixed.
- 77 • IT was reported that the Rock Creek Sewer Project bid opening will be 08/30/2018 at 2pm.
- 78 • Hydrostraw, LLC hydroseeded the area on Sprague and Stringham Streets where the new sewer
79 was installed for a \$100.00, giving the town a large discount.

80
81 Clerk/Deputy Clerk

- 82 • The July Treasurers report was submitted, with Mrs. Johnson stating that the total amount in all
83 funds was \$519,478.19.
- 84 • Mrs. Johnson explained that Auto-Rain examined the aphid problem in the Town Park and submitted
85 a quote for systemic treatment of 13 Willow trees. Council will decide on treating the trees at the next
86 meeting.
- 87 • Mrs. Johnson asked Council if an employee could cash out their vacation pay in lieu of taking
88 vacation time. The personnel policy does not say that this is not allowed. Council and the mayor said
89 they would like to review the section for clarity. Mr. Fricke said that if the policy doesn't specifically
90 say an employee cannot cash out their vacation leave, then they should be able to. He also stated
91 that the policy has already been approved by council. Ms. Roecks said that the policy may need
92 updated to clarify.

93
94 APPROVE CHECKS

95 **Mr. Stevenson made a motion to approve checks 14528 – 14542, with check 14532 being voided, and**
96 **two EFTs, for a total of \$9,483.21. Mr. Fricke seconded the motion. Motion was carried.**

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98 **Mr. Stevenson made a motion to adjourn the meeting at 8:20pm. Mr. Fricke seconded the motion.**
99 **Motion was carried.**

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Heidi Johnson, Clerk/Treasurer

Carrie Roecks, Mayor