

**Rockford Town Regular Council Meeting  
August 16, 2017 7:00pm**

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 with the Pledge of Allegiance.

Roll call took place. Those present were Mayor Carrie Roecks, Councilmembers Clint Stevenson, Micki Harnois, Tim Fricke, William Benson and Brian Laude. Deputy Clerk Heidi Johnson, Public Works' Dave Thompson and several residents were also in attendance.

**Mr. Benson made a motion to approve the amended agenda. Mr. Fricke seconded the motion. Mr. Fricke asked that line 53 be corrected to read, "amended budget" instead of "amended agenda". Motion was carried.**

**Mr. Benson made a motion to approve the minutes from the August 8, 2017 regular meeting minutes. Mr. Stevenson seconded the motion. Motion was carried.**

**PUBLIC COMMENT**

None

**ANNOUNCEMENTS**

Ms. Roecks announced that Town Hall will be accepting applications for the Clerk/Treasurer position through Monday, August 21<sup>st</sup>.

**COMMISSION REPORTS**

**Planning and Zoning**

- 17 Spring Street – Veter/Diltz Fence Permit

**Mr. Benson made a motion to approve the permit. Mr. Laude seconded the motion. Motion was carried.**

- 435 E Lee Street – Werner Fence Permit

**Mr. Benson made a motion to approve the permit. Mr. Stevenson seconded the motion. Motion was carried.**

**Comprehensive Plan**

- Chapter 11 – Economic Development

Ms. Harnois talked about adding this section to the updated comprehensive plan and discussed goals and policies that could be added. Mr. Benson suggested that a compliance section addressing abandoned structures be added. Ms. Harnois agreed.

- Chapter 12 – Historic Preservation

Ms. Harnois said that only one structure is currently on the historical registry. She discussed the support and importance of economic health/preserving historical sites and what it means to the town. Mr. Fricke asked if the registry was just for Rockford or if it was the national registry. Ms. Harnois said the registry used is just for the town.

51 COMMITTEE REPORTS

52 None

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54 ORDINANCES/RESOLUTIONS

55 Resolution 17-03 Fee Schedule

56 **Mr. Benson made a motion to approve Resolution 17-03, updating the town's fee schedule. Mr.**  
57 **Stevenson seconded the motion. Motion was carried.**

58

59 STAFF REPORTS

60 Public Works

- 61 • Mr. Thompson said the Determination of Nonsignificance for the JARPA Application will be  
62 published in the Spokane Valley Herald on August 18, 2017, after which will be a two-week long  
63 appeal period. After September 1<sup>st</sup>, it will be approved if no appeals are made. Ms. Harnois  
64 added that each jurisdiction needs a responsible official and the mayor will need to sign the  
65 document.
- 66 • Mr. Thompson reported that the town's three water reservoirs were cleaned by divers and it  
67 became a much bigger and more expensive project than anticipated due to the length of time it  
68 had been since the last cleanings.
- 69 • Mr. Thompson and Mr. Marcalus reiterated that any driving that needs to be done in the Town  
70 Park needs to be done very carefully, due to the sprinkler heads and valves.

71

72 Clerk/Deputy Clerk

- 73 • Mrs. Johnson submitted the July 2017 Treasurer's Report. Ms. Roecks announced that there  
74 was \$659,221.22 in all accounts.

75

76 OLD BUSINESS

77 Complete Streets Program

78 Ms. Harnois submitted for council review, a subsection or chapter to be added to the Town of  
79 Rockford's Municipal Code, addressing the Complete Streets Program.

80

81 NEW BUSINESS

82 Council Wages

83 **Ms. Harnois made a motion to reenact a stipend for councilmembers, for regular meeting only,**  
84 **for \$20 per meeting for council and \$40 per meeting for the mayor. Mr. Stevenson seconded the**  
85 **motion. Motion was carried.**

86 Council discussed paying Ms. Harnois a wage for the hours she has put in updating the  
87 Comprehensive Plan, the daily planning and zoning questions, and eventually updating the Planning  
88 and Zoning Regulations. It was discussed that Mr. Stevenson gets paid a wage occasionally for his  
89 knowledge and expertise of the town, so paying Ms. Harnois would be equivalent.  
90 Resident Alene Willmschen stopped the discussion by stating that she doesn't think Ms. Harnois should  
91 be getting paid a wage. Mrs. Willmschen said that Rockford is not Spokane Valley and asked how  
92 many more wages the town plans to pay. Ms. Roecks said that Ms. Harnois has been working on  
93 updating our comprehensive plan to include legal requirements, in lieu of paying an outside consultant  
94 a significant amount of money to do the same.

95 Ms. Roecks and Ms. Harnois agreed that they would discuss the duties and time involved at a later  
96 time, and approach the council about a wage during the next meeting.

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98 Code Enforcement Officer

99 Council discussed whether it is feasible to look into hiring a code enforcer for the nuisance ordinance.

100 There was discussion on previous experiences and the idea was tabled for a later meeting

101 Door-to-door sales  
102 Council discussed what is and is not allowed in the Town of Rockford. All councilmembers have the  
103 ordinance pertaining to this and will review it for clarity.  
104

105 PUBLIC COMMENT

106 -Resident Vicki Bergstrom asked council why someone would need to have a separate license to do  
107 business in Rockford when they already have one through the state. Mr. Thompson said that an entity  
108 who does business in Rockford should be reporting such business to the state. When that is done  
109 correctly, it will generate more tax revenue that the town can collect.

110 -Resident Ivan Willmschen asked that the town pay an attorney to address the nuisance ordinance  
111 instead of hiring a code enforcement officer. There was discussion about how this has been a very  
112 expensive and unsuccessful avenue in the past.  
113

114 COUNCIL REPORTS

115 None  
116

117 APPROVE CHECKS

118 **Mr. Stevenson made a motion to approve checks 14022-14047, with checks 14026 and 14027**  
119 **being voided, and three EFTs, for a total of \$24708.56. Mr. Benson seconded the motion. Motion**  
120 **was carried.**  
121

122 EXECUTIVE SESSION - TO DISCUSS POTENTIAL LITIGATION WITH FUTURE LAND  
123 DEVELOPMENT at 9:00pm  
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125 The regular meeting reconvened at 9:19pm with the mayor stating that council had discussed the  
126 possibility of future development in town, and the potential litigation that could occur over such  
127 development.  
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129 Meeting was adjourned 9:20pm.  
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Heidi Johnson, Deputy Clerk

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Carrie Roecks, Mayor