

CALL TO ORDER

Mayor Paul Helenberg called the September 11, 2017, regular meeting of the Castle Rock City Council to order at 7:30 pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Kessler, Earl Queen and Ellen Rose. Councilmember Paul Simonsen was absent.

Mayor Helenberg requested a Moment of Silence in remembrance of Patriots Day and the 9-11 incident.

BUSINESS FROM THE FLOOR - NoneDEPARTMENT REPORTS

City Attorney Frank Randolph - no report

Public Works Director David Vorse -

- provided an update report of the underground penetrating radar test. Testing was conducted in the area of Second Avenue SW where there has been a slight sinking of a portion of the intersection. Test results indicate debris approximately 2 ½ feet below the surface. Vorse stated this could be rotted wood debris. There also is a pipe in that area. Vorse estimated a section 40' by 40' would need to be excavated to repair this section of roadway. In answer to Mayor Helenberg's question, Vorse stated he is waiting to receive the chip seal invoice from Cowlitz County to ascertain if any funds are available to complete this project. He added that additional funds could come from the Transportation Benefit District.

Clerk-Treasurer Ryana Covington -

- presented the August 2017 Cash Report showing fund balances through the end of that month. Covington noted the balances include those invoices presented for approval at this meeting.

Council And Ad Hoc Committees –

- Mayor Helenberg announced that Castle Rock was voted the #1 city in Cowlitz County based on a poll taken by the Daily News.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve minutes to the August 28, 2017 regular council meeting. By roll call vote; unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Rose to approve the minutes to the August 29, 2017 Special City Council meeting. By roll call vote; unanimous 'Aye'.
3. Councilmember Lee reviewed payment vouchers for August invoices for \$465,100.14. He did not note any issues. Councilmember Kessler made a motion, seconded by Rose to approve August invoices in the amount of \$465,100.14 as outlined on the Fund Transaction Summary report and further described as adjustment number EFT 524-8/17 and check numbers 48558 through 48650 for general expenditures and adjustment number EFT Payroll Draw 8/15/17, NACHA Draw Pay Batch#1853879, EFT Payroll 8/31/17, NACHA August Pay Batch# 1857106 and check numbers 25077 through 25098 for payroll expenditures. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. City Engineer Tom Gower presented an engineering proposal for design phase engineering services for the Huntington Avenue South Overlay, (Front Avenue SW to Bond Road), in the amount of \$85,000. Vorse noted this is a WSDOT funding project to begin September, 2017, with construction completed December, 2019. Gower outlined the scope of the project which includes 1.16 miles of roadway, crack sealing, repair of distressed areas, improvement of drainage and restriping after paving.

Vorse noted the WSDOT funds require a 13.5% match. The city has submitted application for additional funding to cover the match requirement. Vorse stated the WSDOT funds need to be obligated this year and is requesting approval of the engineering agreement; construction would not begin until next year. In answer to Councilmember Kessler's question, Vorse stated if the city failed to get the additional funding for the 13.5% match, TBD funds would be allocated to match WSDOT funding that had been expended for engineering services.

Councilmember Kessler made a motion, seconded by Lee to approve the Engineering Proposal for the Huntington Avenue South project in the amount of \$85,000. By roll call vote; unanimous 'Aye'.

NEW BUSINESS

1. North County Recreation Association requests permission to use city right-of-way to place signage for their upcoming benefit auction. Councilmember Kessler made a motion, seconded by Rose to allow NCRA to use city right-of-way for placement of signage as described. By roll call vote, unanimous 'Aye'.
2. City Attorney Frank Randolph stated the Sprint Franchise Agreement will expire and needs to be renewed. The city has requested two amendments; a one-time payment of \$7,000 and decrease in the term from 15 years to 10 years. Randolph noted the city has limited options that they are allowed to include in franchise agreements. Councilmember Queen made a motion, seconded by Rose to approve renewal of the Sprint Franchise agreement, including the proposed amendments outlined by the city attorney. By roll call vote, unanimous 'Aye'.
3. Fire Protection District #6 Chief Bill LeMonds requested council permission to close Second Avenue SW; from A Street SW to Cowlitz Street West for their annual Fire Prevention Day. The event is scheduled for October 7, 2017 from 10:00 am to 2:00 p.m. Councilmember Kessler made a motion, seconded by Rose to approve Chief LeMonds' request to close Second Avenue for their Fire Prevention Day event. By roll call vote; unanimous 'Aye'.
4. Covington provided a copy of an email from Jeremiah Roffler, from the Daily News announcing the city was voted #1 city in the area. The email stated winners will receive a plaque and will be allowed to use this designation in future advertisements. The Daily News Best Of Booklet will be distributed to readers and voters on September 24th. Roffler asked if the city would be interested in submitting an ad as part of this publication booklet. Covington stated she has forwarded the email to Castle Rock Chamber of Commerce and Castle Rock Community Development Alliance and they supported the idea of submitting an ad to thank voters and volunteers supporting our community. They suggested pooling resources and purchasing a full-page ad; cost of \$589. The advertisement would include logos from the Chamber, CRCDA and City of Castle Rock and also the QR code for the city's award winning video. Councilmembers discussed if the value would justify the expense, since the city would already be included in the booklet for being voted #1 city. It was noted that over 30,000 booklets are printed and distributed through the Daily News readership and local business outlets.

Nancy Chennault, CRCDA member, felt this was a good opportunity to promote tourism and local businesses in our community. She noted the Chamber and CRCDA have pledged funds if the city also were to participate in the advertisement. Pledges include the following:

\$100 Castle Rock Chamber of Commerce

\$100 Castle Rock Community Development Alliance (CRCDA)

\$100 Ellen Rose

\$100 Mayor Helenberg

In answer to Councilmember Kessler's question, Covington stated the city's contribution could come from lodging tax funds because it is for tourism promotion. Councilmember Kessler made a motion, seconded by Rose to approve expending \$189 for advertisement in the Daily News in conjunction with the Chamber and CRCDA. By roll call vote; unanimous 'Aye'.

5. Bud Selander, Fifth Avenue SW, stated his utility usage is higher than normal, which has inflated his water bill. City Council suggested Mr. Selander contact the Finance Office to follow-up on his concerns.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:56 p.m.

Paul Helenberg, Mayor

Ryana Covington, Clerk-Treasurer