

CALL TO ORDER

Mayor Paul Helenberg called the October 9, 2017, regular meeting of the Castle Rock City Council to order at 7:35 pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Kessler, Earl Queen and Paul Simonsen. Councilmember Ellen Rose arrived at 7:42 p.m. |

Also present: City Attorney Frank Randolph, Public Works Director Dave Vorse, Sergeant Scott Neves, Clerk-Treasurer Ryana Covington, Librarian Vicki Selander.

BUSINESS FROM THE FLOOR - NoneDEPARTMENT REPORTS

City Attorney Frank Randolph - no report

Police Department – Acting Chief Scott Neves

- reported thirty Cub Scouts toured the Castle Rock Police Department last night.

Public Works Director David Vorse -

- reported he attended the national America In Bloom Symposium. The judges awarded the city four out of five blooms, which is the same scoring received last year. The city also was honored by receiving the 'Best In Cities Under 3500 Population' award. Castle Rock was nominated for several other categories including landscaping and baskets. Vorse and Carolyn Kennington also were nominated for the Community Champion Award. A Power Point will be presented at an upcoming council meeting.

- a Complete Streets Open House was held at The Vault on September 26<sup>th</sup>. A draft ordinance has been developed and a Public Hearing is scheduled for the next council meeting. Councilmember Simonsen commented on the excellent presentation that Vorse provided at the Open House.

Clerk-Treasurer Ryana Covington -

- reported the State Auditor is wrapping up their audit for fiscal years 2015 and 2016. The audit includes financial and accountability for those years.

Librarian Vicki Selander -

- the annual Halloween Night At The Library will be held October 31<sup>st</sup> from 6:00 p.m. to 8:00 p.m. Costumes encouraged.

Council And Ad Hoc Committees –

Mayor Paul Helenberg -

- reported this is the first American In Bloom Symposium that he has been able to attend. He stated there are many ideas shared at this event. He reflected on the how well Castle Rock's programs are known nation-wide, adding that those programs are being used as examples for other communities. The mayor stated for every dollar spent on trail projects, saves a community three dollars on health care costs. This study was done by an economist from Texas A & M. He also noted that every participating city reported increases in economic benefits. The mayor thanked councilmembers for sending representatives to the symposium.

- councilmembers reviewed the third quarter report from the Humane Society of Cowlitz County.

Nancy Chennault, Castle Rock Community Development Alliance (CRCDA) -

- noted that CR-Blooms is a subpart of the CRCDA. She reiterated that Castle Rock has a very good

national reputation for their progressive programs and this was evident at the symposium. There were twenty individuals throughout the nation nominated for the Community Champion award and Castle Rock was honored to have two people nominated; David Vorse and Carolyn Kennington. Chennault stated she looks forward to the day when Castle Rock scores high enough to win the Outstanding Achievement Award for floral displays. She noted this year scores for that award were very competitive. She will be reviewing the judges evaluation with other Castle Rock committee members and a report will be presented for council.

#### CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Kessler to approve the minutes to the September 11, 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 September 25, 2017 regular council meeting. By roll call vote; unanimous 'Aye'.
3. Councilmember Art Lee reported he has reviewed the payment vouchers for September invoices for \$534,723.47. No issues were noted. Councilmember Queen made a motion, seconded by Rose to approve September invoices in the amount of \$534,723.47 as outlined on the Fund Transaction Summary report and further described as adjustment numbers EFT 536-9/17 , EFT 539-9/2017 through 544-9/2017 and check numbers 48651 through 48754 for general expenditures and adjustment number EFT Payroll Draw 9/15/17, NACHA Draw Pay Batch#1860159, EFT Payroll 9/30/17, NACHA August Pay Batch# 1862890 and check numbers 25099 through 25119 for payroll expenditures. By roll call vote, unanimous 'Aye'.

#### OLD BUSINESS - None

#### NEW BUSINESS

1. Linda Staudinger, CRDCA Halloween Jamboree Committee requested council approval to use the Old Jail Park and to close Jackson Street NW on October 29<sup>th</sup> from noon to 7:00 p.m. for a Halloween Jamboree and Trunk or Treat event. Councilmember Kessler made a motion, seconded by Queen to approve the request as presented. By roll call vote, unanimous 'Aye'.

In answer to Covington's question, Chennault stated proof of insurance will be provided to the city from CRCDA.

2. Councilmembers reviewed correspondence submitted by former mayor Lester Frymire. Mr. Frymire provided documentation from Cowlitz County relating to the Headquarters Landfill. Frymire noted Cowlitz County Commissioners are considering selling the landfill. Mr. Frymire stated that Longview City Council has formally sent a letter to the County Commissioners opposing the sale and he asked city council to discuss this issue and to consider taking formal action to inform County Commissioners on the city's position relating to the sale of the landfill.

Several of the councilmembers noted they do not support the sale of the county landfill.

Councilmember Queen made a motion, seconded by Lee to send a letter to Cowlitz County Board of Commissioners advising of the city council's stance. By roll call vote; unanimous 'Aye'.

3. Mike Johnson, engineer for Gray and Osborne submitted a proposal to assist the city with additional construction services for the Trenchless Sewer Repair project. Gray and Osborne was the engineer for this project. Services would be for construction management and additional repair work;

amount not to exceed \$1,082. Councilmember Kessler made a motion, seconded by Queen to approve Gray and Osborne Engineering Service Proposal in the amount of \$1082. By roll call vote; unanimous 'Aye'.

- Public Works Director Vorse provide the following summary for the Chemical Procurement bids for 2018:

Bidder	Aluminum Sulfate 4,000 Gallons	12.5% Sodium Hypochlorite 400 Gallons	Sodium Fluoride 2,000 lbs	Chlorine 3,000 lbs	Signed	References
Northstar Chemical, Inc Sherwood, OR	No Bid	No Bid	No Bid	No Bid	√	√
Univar USA Kent, WA	No Bid	No Bid	\$1.25/lb \$2500	No Bid	√	√
Cascade Columbia Distribution Co. Seattle, WA	<b>\$1.43/gal \$5,720</b>	<b>\$7.02/gal \$2,808</b>	<b>\$.943/lb \$1,886</b>	No Bid	√	√
Chemtrade Chemicals US LLC Parsippany, NJ	\$1.508/gal \$6,032	No Bid	No Bid	No Bid	√	√
JCI Jones Chemicals Tacoma, WA	No Bid	No Bid	No Bid	<b>\$2.6666/lb \$7,990.80</b>	√	√
Wesmar Co. Inc Lynnwood, WA	No Bid	\$7.95/gal \$3,180	No Bid	No Bid	√	√
Sterling Water Resources, Tennessee	No Bid	No Bid	No Bid	No Bid	√	√

Bids were opened on September 27<sup>th</sup>. He noted there are several areas of increase from the last bid cycle. Vorse recommended awarding the bid to Cascade Columbia for the aluminum sulfate, sodium hypochlorite and sodium fluoride and to award the bid to JCI Jones for the chlorine.

Councilmember Kessler made a motion, seconded by Rose to award the chemical procurement bids as recommended by the Public Works Director. By roll call vote; unanimous 'Aye'.

- Vorse requested councilmembers review and award the bid for the Catch Basin And Tube Settler Basin Cleaning project. Bids were opened on September 27<sup>th</sup>. Bid requests included for both the Vacuum Pump Operator and for day laborer. Vorse noted there are areas of this project where the operator is not required; only labor. He stated the low bidder is NW Blue Sky (dba: Roto Rooter), of Longview, Wa. He has checked references and would recommend that the bid be awarded to that company.

Bidder	Vacuum Pump & Operator (70 hrs)	Laborer (70 hrs)	Subtotal (Base Bid)	Wa Sales Tax (8%)	Total Cost	Signed	References
NW Blue Sky Inc dba: Roto Rooter Longview, Wa	\$145/hr \$10,150	\$96/hr \$6,720	\$16,870	\$1,349.60	\$18,219.60	√	√

Pacific Northern Environmental Corp dba: CCS Longview, WA	\$193.15/hr \$13,520.50	\$87.43/hr \$6,120.10	\$19,640.50	\$1,571.24	\$21,211.74	√	√
JASA Inc dba: Nate's Plumbing	\$180/hr \$12,600	\$65/hr \$4,550	\$17,150	\$1,372	\$18,522	√	√

Councilmember Queen made a motion, seconded by Rose to award the bid to NW Blue Sky Inc, (dba: Roto Rooter) for a total bid of \$18,219.60. By roll call vote, unanimous 'Aye'.

- 6. Vorse requested council approval to remove the tree located in city right-of-way between 211 Second Avenue SW and 221 Second Avenue SW. He stated this tree has become a sight hazard for motorists. Councilmember Kessler made a motion, seconded by Lee to approve removal of the tree as recommended by the Public Works Director. By roll call vote, unanimous 'Aye'.
- 7. Vorse stated he has been asked for permission to allow pink ribbons to be attached to the fall cornstalks that the Bloom Team will be placing in the downtown area. The pink ribbons would be in recognition of National Breast Cancer Awareness Month for the month of October. Vorse stated he did not want to set a precedence and requests council direction on this request. School Superintendent Jim Mabbott stated this project is one of the activities supported by the Parent Teacher Organization (PTO).

Councilmember Queen made a motion, seconded by Lee to allow attachment of pink ribbons on the street lamp poles for the month of October.

Discussion: Councilmember Simonsen asked if this would require a permit. Vorse stated there is no permit required. Nancy Chennault stated Castle Rock Bloom is placing cornstalks on the light poles as part of the fall decorations. In addition, in various places there are pink colored pumpkins placed at several business locations in support of the PTO project. By roll call vote on the motion, unanimous 'Aye'.

- 8. Mayor Helenberg stated he met with School Superintendent Mabbott to review the school related traffic problems discussed at the last council meeting. Superintendent Mabbott stated the school is monitoring the issue and the new system has improved safety issues. Acting Chief Neves stated his department still is receiving a few complaints, however most are now happy with the changes. His department is also monitoring the traffic flows and he has not seen any issues with accessibility.

Vorse mentioned the Walking Bus Project still needs to be assessed for possible implementation. This would also help to alleviate safety issues for students walking to school.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:13 p.m.

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Paul Helenberg, Mayor

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Ryana Covington, Clerk-Treasurer