

CALL TO ORDER

Mayor Paul Helenberg called the August 24, 2015 regular meeting of the Castle Rock City Council to order at 7:32 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Lee Kessler, Earl Queen, and Ellen Rose. Mike Davis was absent.

PRESENTATION

Teresa Walker, Regional Director of Washington State Department of Health, Office of Drinking Water presented a bronze award to Public Works Director Dave Vorse and Electrician Control Specialist Brian Engkraf for exceeding goals set for the State's Optimization program at the Water Treatment Plant.

Walker stated the Castle Rock plant has met these optimization goals for the past consecutive three years; recognition is given to plants meeting those goals for three, five and ten year periods. She noted plant upgrades were instrumental in Castle Rock being able to achieve those goals. Walker read a letter from Clark Halvorson, Director of Drinking Water outlining State goals the Water Treatment Plant has achieved. The letter noted this is a voluntary program; which requires achieving a higher standard than what State regulations mandate.

Public Works Director David Vorse noted his department has been working to achieve the Optimization goals for over ten years. He noted those goals exceed what State regulations mandate and he is proud of his staff for their diligence in meeting the optimization goals. Vorse stated quality drinking water is the basis for building a good community.

BUSINESS FROM THE FLOOR

Don Miller, resident, questioned why the city needs to obtain another loan to fund upgrades to the Water Treatment Plant. Mayor Helenberg stated those funds will be used to repair a portion of the filter that is not functional. Miller also noted river levels are very low and he asked how the city will be able to maintain water production needs. Vorse stated the city draws water from the Cowlitz River and also has a well system to use. He stated water levels are being monitored and so far the State has maintained river levels adequate enough to sustain fish run needs; which will allow the city to still use the river as a source.

RECOGNITION OF SERVICE

Mayor Helenberg requested a moment of silence in recognition of prior councilmember Mr. Ribelin who recently passed away and also for the three firefighters who lost their lives last week fighting the wildfires in Okanogan County.

DEPARTMENT/COMMITTEE REPORTS

Department Reports

1. Public Works Director Dave Vorse provided an update report on the chip seal project. All projected streets have been completed with the exception of Mallory Street. Vorse stated this will be postponed until next year because of the delay in completing the utility main work on that street.

Fourth Avenue water main replacement project began last week. So far 600' to 800' of line has been installed. The entire length is 1300' total. He expects the project to be completed by the end of September.

Vorse reported he has submitted four grant applications as follows:

- Washington State Transportation Improvement Board (TIB) Small City Preservation grant to complete additional chip seal work on twelve street segments. Total grant request is \$25,244 and the city will be required to provide a match of \$1,328.
 - Washington State Transportation Improvement Board (TIB) Small City Preservation grant to complete additional overlay work on four street segments. Total grant request is \$199,538 and the city will be required to provide a match of \$9,865.
 - Washington State Transportation Improvement Board (TIB) Small City Arterial Program grant for overlay work on Dougherty Drive. Total grant request is \$750,000 and the city will be required to provide funding match of \$188,730. The grant noted funding sources will be applied for through Cowlitz County, and other surface transportation funds.
 - Washington State Transportation Improvement Board (TIB) Urban Sidewalk Program and Small City Sidewalk Program. Funding would provide for installation of sidewalks from the Riverfront Trail to the new Visitor Center. This project would provide for connectivity between the Visitor Center and the downtown area. Total grant request is \$329,650 and the city will be required to provide funding match of \$17,350.
- Vorse stated the city should know by mid-November if they are successful on any of these grant applications.

2. City Engineer Mike Johnson introduced Dominic Miller, who will be assigned to replace Johnson as city engineer. Miller has worked for Gray and Osborne since 1995.
3. Clerk-Treasurer Ryana Covington provided the July 2015 Cash report. For comparison purposes, she also provided a copy of the July 2014 Cash report. Covington noted three funds still show deficit balances; with the majority related to grant and loan funding.

Covington reported that bond documents have been signed and sent to the bond counsel for completion. Once processed, the bonds will be forwarded to USDA Rural Development. Covington stated Debbie Harper, USDA Rural Development contact estimated the city should receive their funds by the end of October, or beginning of November and those projects already completed will be funded.

Covington stated the RCAC loan documents have been signed by the mayor and will be

sent back to the funding agency this week. Once processed by the funding agency, loan proceeds will be available for funding the Water Treatment Plant filter repair work and upgrades to the telemetry system.

In answer to Councilmember Kessler's question, Vorse stated there is approximately \$23,000 remaining to be reimbursed to the city from the RCO boat launch grant project. Covington noted the Boat Launch Fund is supported by the sale of annual and daily parking permit fees. One existing project for the boat launch is being closed out and was funded by an RCO state grant.

4. Vicki Selander reported the library excess levy vote was validated this week. The levy issued was supported by voters; 61.11% voted "Yes" and 38.89% voted against.
5. Councilmember Earl Queen attended the 911 Council meeting, accompanied by Sergeant Scott Neves. Cowlitz County continues to have issues with the new system and operating costs are anticipated to increase over the next several years. Additional meetings will be held to determine the amount of that increase.
6. Nancy Chennault, Cowlitz Economic Development (CEDC) city representative, reported there is a new economic director for CEDC. The new director will be attending the next Castle Rock Chamber of Commerce meeting.

America In Bloom – Chennault announce that a large contingency of growers will be coming to Castle Rock next week. They will be attending a conference in Portland and have included a visit to Castle Rock as part of their program. Those visiting include several corporate sponsors supporting our program; Proven Winners (estimated commitment value of \$60,000), Nature Source Fertilizer (estimated contribution value of \$10,000) and Kellogg Garden Center.

7. Mayor Helenberg reminded councilmembers of the budget workshop meeting scheduled for August 31st at 6:30 p.m. at Castle Rock Senior Center.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve the minutes to the August 10, 2015 regular council meeting. By roll call vote, unanimous 'Aye'.

OLD BUSINESS –

1. Councilmembers reviewed the amended section of proposed Ordinance No. 2015-07, and ordinance providing for policy for Credit Card Use By Employees and City Officials. The amended section provides for an appeal process for disputed charges. Councilmember Kessler made a motion, seconded by Queen to adopt Ordinance No. 2015-07, including the amended section relating to an appeal process, on second

reading. By roll call vote, unanimous 'Aye'.

2. Public Works Director Vorse outlined the cost estimate for additional signage to provide visitor information to four recreational areas in the city; the Bike Skills Park, Riverfront Trail, Boat Launch and North County Sports Complex. Vorse outlined placement and size of the signage and the number of additional signs required. The posts and signs will cost approximately \$1500 to \$1600 and would be ordered through Cowlitz County. Councilmembers Queen and Kessler suggested this be discussed during the upcoming budget process.

3. Mike Johnson provided a recommendation for the Exit 49 Pedestrian Improvement bids.

The city received four bids as follows:

Advanced Excavating Specialists LLC (Longview, WA)	\$547,460.00
Conway Construction Company (Ridgefield, WA)	\$553,681.50
Nutter Corporation (Vancouver, WA)	\$606,650.22
NOVA Contracting (Olympia, WA)	\$803,168.00
Engineer's Estimate:	\$402,450.00

All bids exceeded the available funding, and staff was unable to locate any additional funding for this year. Therefore it is staff's recommendation that the City reject all bids and rebid the project at a later date. Johnson stated there may be a potential to submit to Cowlitz County for additional funds to complete this project in 2016.

Councilmember Kessler made a motion, seconded by Queen to place a hold on the project and to reject all bids. By roll call vote, unanimous 'Aye'.

4. Vorse stated that grant applications for boat launch projects will be available from Washington State RCO in 2016. The city will need to have an updated Park Plan in place no later than March 2016 in order to meet requirements for those grant funds. Vorse estimates the cost to update the plan would be a total of \$9,000; however only \$5,000 would be expended in this fiscal year. Mayor Helenberg and Councilmember Queen both spoke in favor of amending the 2015 Park Department budget to provide for this expense.

Councilmember Queen made a motion, seconded by Rose to approve expending \$5,000 in 2015 for updating the Park Plan. Discussion: Vorse stated grant funding is not guaranteed; however updating the city's park plan would allow the city to qualify for applying. By roll call vote, unanimous 'Aye'.

NEW BUSINESS-

1. Cory Taylor, engineer with Gray and Osborne provided a letter of guidance dated August 13, 2015 recommending city council approve the final progress estimate (Number 4)

and release of retainage for the city-wide overlay work completed by Lakeside Industries. Mike Johnson added that work has been completed per the bid specifications. Councilmember Queen made a motion, seconded by Kessler to approve Pay Estimate number 4 and release retainage for the City-Wide Pavement project completed by Lakeside Industries. By roll call vote, unanimous 'Aye'.

2. Gordon Huggins, VFW/Toutle Post 10882, requested city council permission to use a portion of the city's east side parking lot for a POW/MIA Remembrance Day Ceremony to be held September 18th, from 11:00 am to 1:00 pm. Councilmember Kessler made a motion, seconded by Queen to approve Mr. Huggins' request for use of the city parking lot for a POW/MIA Remembrance Day Ceremony on September 18th. By roll call vote, unanimous 'Aye'.

Covington advised Mr. Huggins that the city indemnification form needs to be completed and submitted to the city prior to that event.

3. Gordon Huggins requested councilmembers consider issuing annual parking permits for the boat launch facility to disabled veterans who do not own boats. Huggins stated the city currently issues parking permits to veterans who own boats; and not to vehicles without boat trailers. Those without boat trailers must park outside of the facility, or are issued a ticket for not having a veteran's exemption parking pass. Huggins stated this creates an issue for disabled veterans. Mayor Helenberg noted there are only twenty-two parking spaces for single-vehicles at the boat launch facility and city council did not want to tie up those spaces. Councilmember Queen stated most boat launch facilities give parking preference to those with boat trailers and do not open up parking for single-vehicles and the space is not available at the city's launch. Mr. Huggins noted the overflow area is a long walk to the launch area. Councilmember Kessler stated he would like to know the impact of this request before he makes any decision. Mr. Huggins stated he was just requesting the same parking privileges as those disabled veterans with boat trailers. In answer to Kessler's question, Vorse stated the existing ADA spaces have certain requirements of the user. Huggins stated at this point he cannot even park in the ADA spaces without having to pay for a daily parking pass. Councilmember Kessler stated he would like to explore options and requested the issue be tabled until the next meeting.
4. Mayor Helenberg and Councilmember Kessler negotiated on behalf of the city for an amended collective bargaining agreement for the clerical unit. A copy of the proposed contract for January 1, 2016 through December 31, 2018 was proved for council review, along with the current bargaining agreement. The mayor stated this contract includes a 5% cost of living increase and educational incentives. Councilmember Kessler stated another important point was to retain the city's ability to re-open the issue of healthcare coverage and the healthcare system requirements continue to change.

Councilmember Kessler made a motion, seconded by Queen to approve the contract for the clerical bargaining unit as presented. By roll call vote, Councilmembers Kessler and Queen voted 'Aye' and Councilmember Rose voted 'Nay'. Motion failed.

5. Councilmembers reviewed a request submitted by Chris Balderree, Front Avenue SW, for an adjustment to their utility bill in the amount of \$616 due to a leak. Staff reported the leak has been repaired and adequate documentation presented.

Councilmember Queen made a motion, seconded by Kessler to approve Balderree's request for a leak adjustment in the amount of \$616 in accordance with Castle Rock Municipal Code. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:25 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington