

CALL TO ORDER

Mayor Paul Helenberg called the August 25, 2014 regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

PRESENTATION

Debra Burchett, contracted Public Defender for the City of Castle Rock introduced Linda Wynn, who will be assisting Burchett in providing public defender services. Burchett stated for the past four years she has served as contracted Public Defender for the city. In addition, she is also the contracted public defender for the cities of Kelso and Kalama.

Burchett explained that issues relating to how public defender services were provided in Washington State arose when the ACLU filed a \$1.2 million dollar lawsuit against Mount Vernon. As a result, Washington State Supreme Court (Office of Public Defense) mandated new standards. Burchett is now limited to 400 court cases a year; including misdemeanor and gross misdemeanor cases. Because of this limitation, larger cities such as Kelso and Longview will need to obtain additional public defenders to meet their case load; which will increase their cost significantly. In addition to limiting the caseload, public defender attorneys have new additional reporting requirements (kinds of cases, hours worked on each case, case resolution etc.) and record keeping standards to provide information in case cities are audited by their own insurance provider for compliance. Burchett stated she will need to add contracted attorneys to distribute the case loads to meet State limits. She suggested the contract with Castle Rock could be amended to share the administrative costs between the three entities (Castle Rock, Kelso and Kalama), based on the city's case load percentage. Burchett said the city would still receive the same public defender representation services. She stated that Castle Rock is approximately 10% of her case load. The city will need to enter into a new service contract with Burchett; with all of the new state mandates listed on the contract. In answer to Mayor Helenberg's question, Ms. Burchett estimated the city's cost increase to be approximately \$400/month.

Mr. Randolph stated the contract will need to be redrafted; however Burchett's service as public defender will not change, with the exception of added administrative reporting. He stated the new requirements are effective January 1st and Randolph is currently working with the city's liability insurance carrier to develop new contractual language. Councilmembers will have the opportunity to review the contract amendments once they are developed.

PUBLIC HEARING

Mayor Helenberg opened the hearing at 7:48 p.m. to take testimony on the city's intent to file a loan application in the amount of \$329,164 with USDA Rural Development for funding of a proposed City-Wide Overlay project which generally consists of asphalt overlays for

several street sections. City Engineer Mike Johnson stated when bids were opened for the City-Wide Pavement project, adequate funds were available for the base bid work, but not for the bid additives. Bid costs for the asphalt were very favorable, so staff researched possible funding sources to allow completion of additional street sections listed as additives in the bid. Other bid alternatives included overlay for Westside Highway in the amount of \$50,000 and paving the City Hall parking areas at a cost of \$57,000 for both lots. The total for all of the bid alternatives is \$329,000.

Patti McVey stated she has attended all of the meetings and asked if there were alternatives considered for some of the street sections. She also asked if all of the work would be asphalt overlays. Vorse stated there are a series of four streets that are currently gravel surface. Councilmembers did discuss alternatives for overlay, chip seal or leaving those streets gravel. Considering longevity and pricing of those three alternatives; councilmembers decided asphalt overlays for those streets would be better.

Clerk-Treasurer Covington stated many Rural Development loans require the services of a bond agency and also the development of a Reserve Fund. The bonding agreement could cost the city an additional \$10,000 to \$15,000 to secure the loan from Rural Development. Covington stated if a Reserve Fund is required, city council also will need to budget for that cost. Johnson stated he does not know if a reserve fund would be a condition of this loan. He added the city will need to retain the services of a bond agency to secure this loan.

There being no further public testimony, Mayor Helenberg closed the Public Hearing at 7:54 p.m. and resumed regular session.

DEPARTMENT REPORTS

Police Chief Bob Heuer

1. Reported that Civil Service testing for development of a hiring list for police officer has been completed.
2. Heuer introduced Justin Stennick, currently employed as a part-time police officer with the department. Stennick reported the City of Vader has donated a 2003 Crown Vic police vehicle to the city. This vehicle will be used as an extra vehicle for the Castle Rock police reserve officers. Stennick stated he negotiated the trade with the City of Vader Mayor and City Council. He stated the City of Vader was trying to get rid of a couple of vehicles, which would have had a significant cost for that city for stripping their two police vehicles. Stennick stated he agreed to do the work for the City of Vader; and they would donate their spare car to the Castle Rock Police Department in lieu of the work the department did for Vader. The donated vehicle is a fully equipped 2003 Crown Vic standard police vehicle, which was donated to the City of Castle Rock. He stated Castle Rock Police has a newer light bar that will be installed on this vehicle, as well as new graphics to match the remaining fleet. This vehicle will be used mainly by reserve police officers for night call out and special events. Stennick stated he would place a value of \$4500 to \$5000 for the donated vehicle.

Mayor Helenberg stated Sergeant Neves had commented that the vehicle had an issue with the head gasket. Stennick stated the vehicle has a standard exhaust manifold leak, which goes away when the vehicle warms up. Chief Heuer noted that Stennick works full-time for Day Wireless and deserves to be commended for negotiating this deal with the City of Vader. Clerk-Treasurer Covington asked if there will be any interlocal agreement between the two cities outlining terms and value for this donation. She stated this has been a standard practice, especially since the donation was in exchange for work done by our city's police department for the City of Vader. City Attorney Randolph stated he would research if an interlocal agreement is needed between the two cities to document the donation.

Librarian Vicki Selander

Reported that the county has completed certification of the primary election results. Voters did support passage of the library excess levy, with just over 65.43% voting in favor of the levy. There were a total of 431 votes cast. Covington stated she has already notified county elections to eliminate this issue from the General Election ballot.

Council and Ad Hoc Committee Reports

1. Councilmember Teter stated the Little Squatch run will be held on September 27th at Toutle River RV Resort. Proceeds from this event will benefit local schools.
2. Mayor Helenberg reminded councilmembers of the Task Force meeting scheduled for Wednesday, August 27th from 7:00 am to 9:00 am at the Exhibit Hall. This is the first of a series of meetings to determine recommendations for future use of the Exhibit Hall building.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Teter to approve the minutes to the August 11, 2014 regular council meeting. By roll call vote, Councilmember Davis abstained, with all other councilmembers voting 'Aye'.

OLD BUSINESS

1. Councilmember Kessler made a motion, seconded by Queen to adopt Ordinance No. 2014-05, an ordinance amending the allocation for the Civil Service Commission an additional \$500 for fiscal year 2014, on second reading. By roll call vote, unanimous 'Aye'.
2. Councilmembers reviewed proposed amendments to the Castle Rock Capital Facility Plan. Councilmember Teter made a motion, seconded by Kessler to adopt the Castle Rock Capital Facility Plan, as presented. By roll call vote, unanimous 'Aye'.

NEW BUSINESS

1. Mayor Helenberg stated there has been an offer to donate airline tickets and motel accommodations for Dave Vorse and his wife to attend the America In Bloom Symposium in Philadelphia, PA on October 2nd through 4th. This offer came from a

private individual within the community. The mayor asked if city council would consider approving the cost for registration and meals for Dave Vorse's expenses. In answer to Councilmember Rose's question, the mayor stated meal reimbursement is set at \$38/day per city policy. The mayor felt there were several seminars regarding economic development issues that would benefit the city.

Councilmember Davis made a motion, seconded by Rose to approve travel for Public Works Director Dave Vorse to attend the America In Bloom Symposium in Philadelphia, PA on October 2nd through 4th and to allocate funds for registration and travel allowance for meals for Mr. Vorse in accordance with city policy. Discussion: In answer to Councilmember Kessler's question, Covington stated travel would be paid from General Fund (Executive Department).

Councilmember Davis amended his motion, seconded by Rose to include a travel amount not to exceed \$500. By roll call vote, on the original motion and motion as amended; unanimous 'Aye'.

2. Councilmember Teter made a motion, seconded by Rose to adopt Resolution No. 2014-12, a resolution authorizing the city to apply for a USDA Rural Development loan in the amount of \$329,164.

Discussion: Councilmember Davis asked what fund would cover the cost for the bond counsel. Mayor Helenberg stated this would be paid from the Transportation Benefit District Fund. Mayor Helenberg stated this is a 20-year loan at an interest rate of 4% or 4.5%.

By roll call vote on the above motion, unanimous 'Aye'.

3. Councilmember Queen made a motion, seconded by Kessler to accept the City Hall roof replacement project as complete. By roll call vote, unanimous 'Aye'.
4. City Engineer Mike Johnson requested approval of the Engineering Service Agreement for the SR-504 Pedestrian Improvement project. Covington noted that councilmembers were provided with the full 46-page Washington State DOT Local Agency Standard Consultant Agreement which outlines the scope of services to be provided, indirect cost rate schedule, cost plus fixed fee schedule, Title VI Assurances and other mandated certifications. Mr. Johnson stated described the project. Funding for this project comes from two granting sources; Transportation Improvement Board and Washington State Department of Transportation.

Councilmember Kessler made a motion, seconded by David to approve the Engineering Service Agreement for the SR-504 Pedestrian Improvement project, contingent on

Washington State Department of Transportation approval of the consulting agreement.
By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:12 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington