

CALL TO ORDER

Mayor Paul Helenberg called the January 23, 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 Keesler, Earl Queen, Paul Simonsen and Ellen Rose.

BUSINESS FROM THE FLOOR

Jana Gann, business owner, thanked the Public Works Department for clearing the snow from the sidewalks and streets in the commercial district. She asked why Public Works initially sanded the streets and later scraped the roadway. This left the parking spaces very icy. Public Works Director Dave Vorse stated usually the city does not plow streets. However as the day progressed and more relevant weather information was received; it became apparent that plowing would be necessary. Councilmember Simonsen felt Public Works did a good job considering the extreme weather conditions involving snow and freezing rain issues. Simonsen stated sand is the city's only means to provide traction in icy conditions. As it melts off it creates slush and the city needed to remove it by plowing.

PRESENTATION

Mayor Helenberg presented Public Works Director Dave Vorse with a plaque from Washington State Department of Ecology for 2015 Outstanding Performance at the city's Wastewater Treatment Plant for their exemplary efforts to consistently meet the state's permit requirements. Vorse stated this is the fourth consecutive year that the city has received this award.

DEPARTMENT REPORTSPolice Chief Bob Heuer

- reported the department has two new reserve officers. Both will be attending the Cowlitz County Reserve Academy.
- Mayor Helenberg suggested the police department start issuing tickets to speeders in the vicinity of Lions Pride Park. The city changed the speed limit in that area and signage has been posted for quite some time to notify motorists of this change.

David Vorse, Public Works Director

- repair of the piling and removal of the root wad at the Al Helenberg Memorial Boat Launch was completed on January 14th. The Corps of Engineers mandated the work to be completed by the 16<sup>th</sup>.
- met with Cowlitz County Planning Department staff to discuss changes to the city's Urban Growth Boundary (UGB). This boundary identifies future city growth and services and also identifies potential future needs for police services. Developers would need to meet with both city and county staff and meet the standards that are the most stringent between the two entities. Cowlitz County is currently working on updating their Comprehensive Plan and can amend the UGB at the same time; at no cost to the city. Vorse stated the city planning commission will review the proposed amendments in February and provide recommendation to the city council in March. City Council will forward their comments to Cowlitz County.
- reviewed the annual report outlining completed projects for 2016 and proposed 2017 projects for the Public Works Department. He noted there are 87 projects listed for 2017; not including any additional projects assigned by council throughout the year. Councilmember Rose asked if the city would be able to remove the large striped signs along State Route 504. Vorse stated he has received approval from Washington State Department of Transportation to remove and regrade approximately fifteen to twenty feet of sidewalk on the pathway. This will allow the city to eliminate the pathway sign on the north side of the road. City public works personnel will be completing this work.

Librarian Vicki Selander

- announced there is a rack of free reading glasses available to library patrons. The reading glasses were provided by Castle Rock Lions Club through their recycled reading glass program.
- Winter Reading Program will begin this week.

Mayor Paul Helenberg

- requested a representative from the police department attend the upcoming Task Force meeting on Oil Train Safety. The chief noted Sergeant Neves will be attending.
- attended the Cowlitz Economic Development Council (CEDC) meeting last week. He was disheartened to learn that for every 100 children born at PeaceHealth Hospital in Cowlitz Council; 47 of the mothers are addicted to drugs. In addition, twelve of those infants needed to go through detox as soon as they were born. There is a serious drug issue in our county and he hopes more steps are taken to address this issue.
- attended the Public Hearing on Northwest Innovations Project in Kalama.

Nancy Chennault; representing Castle Rock Community Development Alliance (CRCDA)

- announced CRCDA is collaborating with the school district, CARE Coalition, North County Recreation and city to obtain a grant to build a composting center at the school community gardens.
- will be attending the New Partners For Smart Growth conference February 2<sup>nd</sup> through 4<sup>th</sup> in St. Louis, Mo. Cowlitz-Wahkiakum Council of Governments sponsored the event and grants were provided by Kaiser Permanente.

CONSENT AGENDA

1. Councilmember Kessler made a motion, seconded by Lee to approve the minutes to the January 9, 2017 city council meeting with the following amendment: under 'New Business' the motion to approve purchase of the 2007 Ford Expedition patrol vehicle also included approval to submit for funding from Washington State Treasurer LOCAL program for funding of a new patrol vehicle in 2017. By roll call vote, unanimous 'Aye' to approve the minutes, as amended.
2. Councilmember Lee stated he reviewed December invoices prior to the meeting and did not find any issues. Councilmember Lee made a motion, seconded by Queen to approve December 2016 expenditures in the amount of \$485,051.43 as described on the Fund Transaction Summary Report and further described as adjustment EFT 479-12/16, check numbers 47804 through 47898 for general expenditures, Payroll adjustment number EFT Draw 12/15/2016, NACHA Draw Batch# 1810674, EFT Payroll 12/30/16, NACHA December Pay Batch# 1813363, and check numbers 24893 through 24912 for payroll expenditures. By roll call vote; unanimous 'Aye'.

OLD BUSINESS

1. Dave Vorse reported the Task Force met last week to review a request submitted by Dan Hughes for driveway access using the easement road to the boat launch facility. Task Force members included: Vorse, Councilmember Kessler and Councilmember Simonsen. Mayor Helenberg was unable to attend. Discussion involved the possibility to develop the access road into a city street. The committee felt it was in the best interest to still require an overlay to protect the road base. City Attorney Frank Randolph was contacted and asked to provide an opinion on the existing access and utility easements. The attorney felt it possible to expand the current right of way easements into a city street, provided the School District is in support of this. The existing easement is for access to the boat launch facility; not for private development access. City Attorney Nicole Tideman stated without this agreement, it would be deemed as trespass on the school property. The school district

would need to formally agree to this amendment. In response to the Mayor's comment, Vorse stated the School District has told Mr. Hughes they would agree to provide him with an easement; pending approval by the city.

Vorse stated the committee also wanted to request a response from Municipal Research and Service Center (MRSC) regarding if it were possible for the city to agree to allow Mr. Hughes to delay payment for the road upgrade costs. If so, could the city secure payment agreement through lien of the private property? MRSC responded, that based on information Vorse provided; the city could not issue a building permit to the developer until building standards are met and the roadway brought up to city standards. Therefore the developer would not be able to delay payment to the city and proceed with the development because the city could not issue a permit for the building until standards are met.

Vorse stated the committee also discussed the city's zoning code requiring a lot to have at least 60' of city street frontage. Based on this code, the city would need to designate the access road as a city street so that the developer can meet this code requirement. The committee noted this access road and the adjacent lots were developed prior to the city annexing those areas. Another option discussed was to use the Hearing Examiner process to have the developer petition for flag lot approval, so that he can access Westside Highway directly and not use the access road.

Vorse noted Mr. Hughes was unable to attend tonight's meeting. Vorse stated the distance along the access road, from Westside Highway to the corner of Hughes' property is 770'. And it is 1100' to the point where Hughes would like to put his driveway. A 1 1/2 " overlay for this distance would cost between \$17,000 and \$23,000. If the road were chip sealed, the cost would be \$6600 to the Hughes property and \$9300 if it extended to the boat launch property. A chip seal would seal the road base; but not add strength to the road. Councilmember Kessler asked if adding strength to the roadway would be needed, from an engineering perspective. City Engineer Tom Gower stated the road was built as an access; not for use as a public street. The city has adopted standards for development of public roads. Councilmember Kessler noted if Mr. Hughes was able to get approval for a flag lot, the cost to get access from Westside Highway would also be very high; and there are advantages to Mr. Hughes to pursue his request to use the city access road.

In answer to Councilmember Queen's question, the mayor stated Mr. Hughes would like to build a single family residence with a couple of shop buildings. Vorse stated the committee still does not have all of their questions answered and he will continue to research options. He hopes to have more information for the next city council meeting.

#### NEW BUSINESS

1. Dave Vorse, addressed council in the capacity as a member of Castle Rock First Baptist Church, Front Avenue NW. Vorse stated the leak at the church has been repaired. The church was notified of the high reading when meters were read. This leak affected billings for September and October 2016 and Vorse did the repair work as a church member. To avoid any conflicts, Brian Engkraf, from Public Works Department reviewed the church's leak adjustment request and documentation in accordance with CRMC 13.06.130. Councilmember Rose made a motion, seconded by Kessler to approve the leak adjustment request submitted by Castle Rock First Baptist Church in the amount of \$408.43 for the billing months of September and October, 2016. Vote on the motion: unanimous 'Aye'.

2. Councilmembers reviewed the January 19, 2017 email correspondence from Yvonne Patowski, project engineer for Gray & Osborne requesting council consider acceptance of the Final Progress Estimate 4 for the Exit 49 Pedestrian Improvement project. Pawtowski stated she would send closeout items to the contractor, Advanced Excavating Specialists, for their signature. Once signature has been received from the contractor, Patowski would be following up with the city on information regarding project acceptance and release of contract bond. Councilmember Queen made a motion, seconded by Kessler to approve Final Progress Estimate 4 for the Exit 49 Pedestrian Improvement Project. By roll call vote, unanimous 'Aye'.

EXECUTIVE SESSION

Mayor Helenberg adjourned regular session at 8:11 p.m. for a five minute Executive Session to discuss the potential sale of city real property. Regular session resumed at 8:16 p.m.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:17 p.m.

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Paul Helenberg, Mayor

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Ryana Covington, Clerk-Treasurer