

CALL TO ORDER

Mayor Paul Helenberg called the April 10, 2017, regular meeting of the Castle Rock City Council to order at 7:33 pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Kessler, Earl Queen, Paul Simonsen and Ellen Rose.

BUSINESS FROM THE FLOOR

1. Jana Gann, Festival of Lights co-chairperson announced there will be a bazaar scheduled for April 29th at the Castle Rock Elementary School to benefit the Festival of Lights event.

DEPARTMENT REPORTSOfficer Jeff Gann, representing Castle Rock Police Department

- reported their department responded to a domestic violence call last night, which developed into a SWAT call. He noted the suspect was armed and reportedly suicidal. Officer Gann stated the responding officers were unable to locate the suspect; however, the firearm was recovered.

City Attorney - Frank Randolph – no report

City Engineer - Tom Gower – no report

Public Works Director Dave Vorse – absent due to illness.

Clerk-Treasurer Ryana Covington

- Cowlitz County Elections has notified the city there are no other issues slated for the Primary Election in August. If the city chooses to place the Library levy on the Primary Election ballot, the city would be responsible for the entire cost of the election; estimated to be at least \$35,000. Covington stated she has notified the Library Board of this development and received an email dated April 5th outlining their recommendation as follows:

- run the levy as planned if enough other issues are on the Primary date so that the library's share of the election cost is in line with what has been paid in the past;
- if the levy is the only issue on the August Primary ballot; to postpone the levy until the General Election.

A copy of the April 5th email from Library Board Member Tom Quigley was distributed to councilmembers. Covington noted the city would need to notify Cowlitz County Election by 5:00 p.m. on May 19th if the library levy issue is to be pulled from the Primary election.

- announced that applications will be accepted through Worksource for the Deputy Clerk I position as of April 21st. Applications will close May 12th and Covington hopes to fill the position in June.

Librarian Vicki Selander

- reported the library received a donation of children's books from Kids Need To Read Foundation. Value of the donation is \$200.

Nancy Chennault, Castle Rock Community Development Alliance (CRCDA) Board Member

- progress on the water feature project at the south city entrance is stalled due to weather. Graphics cannot be installed until the concrete is acid washed and sealed; which requires the weather to be warm.

- reminded councilmembers that the Annual Clean-Up Day will be held April 29th.
- met last week with representatives from Proven Winners. They are happy with the city's progress and will continue to partner with the city.

Visitor Center

- announced that Leslie Pogue was hired by American Workforce to work at the Visitor's Center. The city contracts for personnel services through this agency. Mayor Helenberg stated there currently are adequate funds to support this position.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Kessler to approve the minutes of the March 13, 2017 regular city council meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Rose to approve the minutes of the March 27, 2017 regular city council meeting. By roll call vote, unanimous 'Aye'.
3. Councilmember Lee reported he reviewed March invoices; no issues were noted. Councilmember Kessler made a motion, seconded by Queen to approve the March expenditures in the amount of \$364,149.45 as described on the Fund Transaction Summary and further described as adjustment number EFT 489-3/17 and check numbers 48099 through 48190 for general expenditures and adjustment number EFT Payroll Draw 3/15/17, NACHA Draw Pay Batch#1825167, EFT Payroll 3/31/17, NACHA March Pay Batch# 1829014 and check numbers 24977 through 24995 for payroll expenditures. By roll call vote, unanimous 'Aye'.

OLD BUSINESS - None

NEW BUSINESS

1. Councilmembers reviewed the March 28, 2017 Planning Commission recommendations for amending the Castle Rock Urban Growth Boundary (UGB). Mayor Helenberg thanked Planning Commission Chairperson Jana Gann and the planning commission members for their work on UGB. The Planning Commission held several public meetings on the proposed UGB changes. Councilmember Kessler made a motion, seconded by Queen to accept the Planning Commission recommendations. By roll call vote; unanimous 'Aye'.
2. Councilmembers reviewed the retail fireworks application submitted by Castle Rock Boy Scouts of America. Covington noted applicant sponsor, Heather Wilbur, has not yet provided signed approval from the Castle Rock Fair Board for the Boy Scouts to site the stand on their property; however all other documents were submitted. Councilmember Kessler made a motion, seconded by Rose to approve the application submitted by Castle Rock Boy Scouts of America to sell fireworks June 28th through July 4th, contingent on receiving a letter from Castle Rock Fair Board approving the proposed site of the fireworks stand. By roll call vote; unanimous 'Aye'.
3. Councilmembers reviewed a proposed agreement between Washington State Department of Transportation and the City of Castle Rock for one-time funding in the amount of \$10,000 to allow additional ADA and pedestrian improvements on State Route 504 as a continuation of the Exit 49 Pedestrian Improvement project. Councilmember Queen made a motion, seconded by Kessler to approve the agreement as presented. By roll call vote; unanimous 'Aye'.
4. Councilmembers reviewed three applications for submission to Cowlitz County for consideration of Rural County Public Facility funding. Projects included:

- Exit 49 Pedestrian Improvement Project Phase 2; construction of pedestrian activated crosswalk, installation and wiring of pedestrian lighting, drainage improvements and landscaping (Boyd Street area)
- Exit 49 Pedestrian Improvement Project Phase 3; design engineering and construction of new ADA ramps, a share use path, I-5 overpass markings and equipment to separate vehicle lanes from shared use pedestrian/bicycle path.
- Dougherty Drive NE Rehabilitation Project; full depth reclamation of the asphalt roadway and widening of roadway shoulders for bicycle accessibility; pedestrian lighting, separated sidewalk, extension of public Wi-Fi system, storm drainage and landscaping.

Councilmember Kessler made a motion, seconded by Rose to rank the projects as follows:

#1 Dougherty Drive NE Rehabilitation

#2 Exit 49 Pedestrian Improvement Project Phase 3

#3 Exit 49 Pedestrian Improvement Project Phase 2

By roll call vote; unanimous 'Aye'.

5. Councilmembers reviewed the 2017 first quarter report submitted by Humane Society of Cowlitz County for animal control services. Mayor Helenberg noted patrols have been better. Council also noted they appreciated the quarterly reports.
6. Mary Cothren, Front Avenue NW requested an adjustment to her March utility bill in the amount of \$380.76 due to a leak. Councilmember Queen made a motion, seconded by Kessler to approve the leak adjustment requested by Mary Cothren, in the amount of \$380.76. By roll call vote; unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:50 p.m.

Paul Helenberg, Mayor

Ryana Covington, Clerk-Treasurer