

CALL TO ORDER

Mayor Paul Helenberg called the May 23, 2016, regular meeting of the Castle Rock City Council to order at 7:30pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Keesler, Earl Queen, Mike Davis (arrived at 7:40 p.m.) and Ellen Rose.

BUSINESS FROM THE FLOOR

1. Yvonne Knuth, Castle Rock Fair parade coordinator, requested approval of the parade route for the Castle Rock Fair. Parade to be held on July 14th. She stated the parade route would essentially be the same as past years; however she would like to include C Street instead of B Street to allow residents at the Village Care facility to view the parade. Knuth stated she has already conferred with the police department and they did not express any concerns over this change in the route. Councilmember Queen made a motion, seconded by Lee to approve the Fair Board parade and change in route to be held July 14th. By roll call vote, unanimous 'Aye'.

Mayor Helenberg reminded Knuth that the city requires proof in insurance to be submitted to the city and also completion of the Indemnity Agreement for use of city property. The Public Works Director requested that Knuth provide a map of the route.

DEPARTMENT REPORTS

1. Public Works Director David Vorse provided council with copies of the 2015 Consumer Confidence Report for Water Quality. He noted EPA has determined that levels are safe. He noted 3,472 tests were conducted and there have been no violations or issues. This report will be distributed to all utility user customers.

Vorse informed councilmembers the city is currently using wells for water production until the filter repair is completed at the Water Treatment Plant. Recently customers have noted that air is getting into the system; creating a cloudy color when water is initially drawn.

2. Vorse stated the Exit 49 Pedestrian Improvement Project is progressing well. The impervious concrete was installed and south side driveways were completed. This week Lakeside will be completing the asphalt ramps. The impervious concrete on the north side will be completed next.
3. Vorse reported the contractor will be lining the filter this week at the Water Treatment Plant. The underdrains will be installed next week. He hopes by the first of June both filters will be functioning and the city can discontinue the use of the well system.
4. Debra Johnson, contracted planner for the city, stated that Southwest Washington Economic Development (SWWED) District board is soliciting a call for projects to be included on the economic development strategy document for potential federal funding. Projects must be included on this list to qualify. She stated that she has been working with the public works director and that projects must be submitted by the end of this week. She noted that non-profits can also submit projects to be included in this document.

COUNCIL AND COMMITTEE REPORTS

1. Councilmember Lee asked if there is an update on the PUD utility tax payments. Covington stated she is following up with them to ascertain what the issue may be.

2. Mayor Helenberg reported that volunteers worked on the Coldwater Park playground project last weekend.
3. Mayor Helenberg reminded councilmembers that June 4th will be the “Our Kids Celebration Day” commemorating the ten year anniversary of the Bridging Generations program through the Castle Rock Senior Center and Castle Rock School District. Over 110 students have participated in that program.

CONSENT AGENDA

1. Councilmember Queen made a motion, second by Rose to approve the May 9, 2016 regular council minutes. By roll call vote, Councilmembers Lee, Kessler, Queen and Rose voted ‘Aye’. Councilmember Davis abstained. Motion passed.

PUBLIC HEARING

Mayor Helenberg closed the regular session at 7:45 p.m. for a public hearing to take testimony on proposed Ordinance No. 2016-02, an interim ordinance clarifying the shoreline administrator role and amending Chapter 18.12 of the Castle Rock Municipal Code.

City Planner Deborah Johnson explained that the current ordinance is outdated and assigns the responsibility of shoreline administrator to the county building department. The proposed ordinance identifies the shoreline administrator role and is interim until the city’s new Shoreline Master Plan is approved by Department of Ecology and enacted.

There being no public testimony offered, Mayor Helenberg closed the public hearing at 7:53 p.m. and resumed regular session.

OLD BUSINESS

1. Councilmember Queen made a motion, seconded by Kessler to adopt Ordinance No. 2016-02, an interim ordinance of the City of Castle Rock clarifying the shoreline administrator role and amending Chapter 18.12 of the Castle Rock Municipal Code, on second reading. By roll call vote, unanimous ‘Aye’.

NEW BUSINESS

1. Joel Royce, Pastor at Castle Rock First Baptist Church, 211 Front Avenue NW requested an adjustment to their utility bill due to theft of services that occurred in April. This request is made in accordance with Castle Rock Municipal Code 13.06.130 (section H, paragraph 2). Pastor Royce stated on April 13th, transients parked a Winnebago in their parking lot. On April 19th, one of their outside faucets was opened up and left on until Saturday, April 23rd. The usage during that timeframe was 2800 cubic feet; approximately four gallons per minute. Pastor Royce stated there are potential witnesses who saw the transients using the water. Royce stated the normal bill for the church is \$104.89 per month. The bill for April services was \$540.38. As a result, Pastor Royce stated he has purchased locks for the outside faucets. He also filed a police report today for the theft of services. In addition, the church is no longer allowing the Winnebago to be parked in their lot. Public Works Director Dave Vorse reported that Bloom Team Leader Nancy Chennault also has seen those individuals taking water from the Old Jail park hydrant; which is located across the street from the church parking area. A lock has since been placed on the city’s hydrant. Councilmember Kessler noted that municipal code requires that adjustments not be approved until the police department completes their

investigation and provides a recommendation to the city council. Councilmembers were provided with a copy of the utility download data showing daily usage from February to April. Councilmembers tabled further discussion until the police complete their part.

Councilmembers directed Pastor Royce to pay their regular bill until this is resolved. Covington stated delinquency penalties are not assessed against accounts with a pending adjustment request.

2. Contracted city engineer Tom Gower, Gibbs and Olson, requested approval of the proposed engineering service agreement to complete Phase I of the Stormwater System; for an amount of \$49,400. Vorse stated this project was discussed during last year's budget workshops and was included for 2016 funding. Gower stated the overall goal was to complete a map available both as hardcopy and AutoCAD. Tasks associated include data gathering, identification of gaps in available system information, field reconnaissance and development of the base map.

Gower noted that Phase II will include evaluation of each stormwater basin, prepare hydrologic computer modeling, prepare capital improvement plan and prepare a report with recommendations for improvement of the system. This phase would be completed, as funds become available.

Vorse noted that Phase 1 is for mapping only; and does not include TV inspection of those lines. He stated much of the stormwater system was originally constructed in the 1900's to serve as the town's sanitary sewer lines. They were converted to stormwater lines when new sanitary sewer lines were constructed in the 1950's. Much of the original system, especially in residential areas, is not mapped; however the newer stormwater pipelines are well documented.

Councilmember Kessler made a motion, seconded by Queen to approve the engineering service agreement with Gibbs and Olson to complete Phase 1 – Stormwater System in the amount of \$49,400. By roll call vote; unanimous 'Aye'.

3. Councilmembers reviewed proposed Change Order #1 which would reduce the contract with Rognlin's Inc by \$2,800; for an amended total budget of \$108,900. Public Works Director Vorse stated city workforce will replace the existing filter media that was removed during the project. Councilmember Kessler made a motion, seconded by Davis to approve Change Order #1 for the water treatment plant filter repair project. By roll call vote, unanimous 'Aye'.
4. Councilmembers reviewed the quote submitted by Cascade Networks to provide Wi-Fi capabilities in the commercial districts, the new Visitor Center and the park; for a total of \$46,309.23. Vorse stated the city was awarded a \$70,000 grant from Cowlitz County Rural Development funds to establish city-wide Wi-Fi services in the commercial districts. The city would be able to piggyback on the City of Seattle contract with Cascade Networks, if their proposal is approved by council. Vorse stated the \$46,309.23 includes the equipment and installation of the system. The monthly cost for maintaining the service would be \$149; which would also include internet services at the new Visitor Center. Vorse suggested that 50% of this monthly fee be paid from lodging tax proceeds; which supports visitor information services for our area. The cost for Internet services at the old visitor center was \$100/month, so this would be a savings toward operations.

Vorse outlined how he proposes to site the service. Users will be able to access for a limited time period; businesses would not be able to operate using this Wi-Fi. Councilmember Lee asked if this was the only Wi-Fi provider that was contacted. Vorse stated he also has contacted ComCast regarding Internet services; however if the council approves using Cascade Networks; the city would be able to piggyback on the City of Seattle's plan. The provided quote is well below the grant funding and would be allocated as follows: \$46,000 for equipment and installation and \$12,000 dedicated to installation of the conduit. This would still leave an additional \$10,000 of grant funds for any additional needs.

Councilmember Lee asked if the speed of the service (75 Mbps) is needed. He questioned if the service is being provided to people can do gaming. Councilmember Kessler noted this will provide access to individuals and children who do not have Internet at home. He felt this would be a benefit. Councilmember Rose feels this is a good starting point. In answer to Councilmember Davis' question, Vorse stated bids will not be required because the city can piggyback on the City of Seattle's contract.

Councilmember Davis made a motion, seconded by Rose to approve the quote by Cascade Networks for city-wide Wi-Fi services. By roll call vote; unanimous 'Aye'.

5. Dianne Swanson, coordinator for the CARE Coalition, submitted a written request for permission to close the south side parking lot on Saturday, June 11th from 9:00 am to 4:00 pm for a Health and Safety Fair. Councilmember Queen made a motion, seconded by Davis to approve Swanson's request to close the parking lot. By roll call vote; unanimous 'Aye'.
6. Nancy Chennault, representative to Cowlitz Economic Development Council, announced there will be a public hearing tomorrow at the Expo Center to take testimony on the Millennium project Environmental Impact Statement. The public hearing will be held from 1:00 p.m. to 9:00 p.m.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:16 pm.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington