

CALL TO ORDER

Mayor Paul Helenberg called the August 26, 2013 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, Earl Queen, and Mike Davis. Councilmember Rose arrived at 7:50 p.m. Councilmember Glenn Pingree was absent.

DEPARTMENT REPORTS**Clerk-Treasurer Ryana Covington**

- Provided a preliminary Cash and Investment Activity Report for July. Those funds listed with deficit balances are awaiting project reimbursements from grant and loan proceeds relating to the Front Avenue project.
- State Auditors are currently in the office to complete the city's two year accountability for fiscal years 2011 and 2012 and the financial report for 2012. Councilmembers are invited to attend the upcoming Entrance Conference scheduled for September 3rd. Councilmember Teter will be attending that meeting.

Public Works Director David Vorse – absent due to illness.

City Engineer Mike Johnson

Johnson provided an update on the Front Avenue NW Improvement Project. The contractor will be tying in the water system from Shintaffer to A Street SW. In addition contractors plan to pour a test panel for color next week.

Librarian Vicki Selander

Selander reports the library excess levy results were certified by the county last week. This ballot measure received favorable support from voters and was approved.

COUNCIL AND AD HOC COMMITTEE REPORTS**Councilmembers**

Councilmember Ray Teter announced on September 14th a benefit run called the Little Squatches will be held at Toutle River RV Resort from 9:00 am to 1 pm. The cost is \$25 for children to participate. Proceeds for this event will directly benefit local schools and he encouraged councilmembers and local families to support this fund raiser.

Councilmember Mike Davis reported attending the dwarf car races at Mount Saint Helens Motorcycle raceway last weekend. He stated the event was well supported and was very entertaining.

CONSENT AGENDA

Councilmember Queen made a motion, seconded by Teter to approve the minutes of the August 12, 2013 Regular Council Meeting. By roll call vote, unanimous Aye.

PROCLAMATION

Mayor Helenberg proclaimed September 17th through 23rd as Constitution Week, as designated under federal Public Law 915.

OLD BUSINESS

1. Councilmember Queen made a motion, seconded by Davis to approve Ordinance No. 2013-05, an ordinance amending the current fiscal year budget in the amount of \$650,000 due to a grant award from Washington State Department of Transportation for the Front Avenue NW reconstruction project, on second reading. By roll call vote, unanimous Aye.

NEW BUSINESS

1. Councilmember Davis made a motion, seconded by Teter to support the 2013 Bike Blowout event at the Castle Rock Bicycle Track, scheduled for September 21st by funding payment for rental of the portable toilets. By roll call vote, unanimous 'Aye'.

In a written email, Vorse noted that the rental will include one ADA accessible unit and one regular unit; with the cost not expected to exceed \$200.

2. City Engineer Mike Johnson stated 2013 Chemical Procurement bid results are as follows: (bolded font denotes low bidders for each chemical procurement request)

Bidder	Aluminum Sulfate 4,000 Gallons	12.5% Sodium Hypochlorite 400 Gallons	Sodium Fluoride 2,000 lbs	Chlorine 3,000 lbs	Signed	References
Northstar Chemical, Inc Sherwood, OR	\$1.28/gallon \$5,120.00 total	No Bid	No Bid	No Bid	Yes	Yes
Wesmar Co. Inc Lynnwood, WA	No Bid	\$6.40/gallon \$2,560 total	No Bid	No Bid	Yes	Yes
Cascade Columbla Distribution Co. Sherwood, OR	\$1.319/gal \$5,276 total	\$6.12/gallon \$2,448.00 total	\$.779/lb \$1,558.00 total	No Bid	Yes	Yes
General Chemical Parsippany, NJ	\$1.5081/gal \$6,032.40 total	No Bid	No Bid	No Bid	Yes	Yes
JCI Jones Chemicals Tacoma, WA	No Bid	No Bid	No Bid	\$2.00/lb \$6,000/total Plus \$100 container deposit	Yes	Yes
Kemira Water Solutions Inc Lawrence, KS *	No Bid	No Bid	No Bid	No Bid	N/A	N/A
Univar * Kent, Wa	No Bid	\$6.42/gallon = \$2,568.00 total	\$.68/lb \$1,360	No Bid	Yes	Yes

- * Kemira sent letter advising they do not have a bid to submit; requests copy of bid tabulation results only.
- * Univar USA also has requested copy of bid tabulation results.

Bids were opened August 21st at 2:00 p.m. by Public Works Director David Vorse and Clerk-Treasurer Ryana Covington. Johnson recommends acceptance of the low bidders.

Councilmember Queen made a motion, seconded by Davis to accept the low bidders for the 2013 Chemical Procurement bid results as denoted above. By roll call vote, unanimous 'Aye'

3. Councilmembers discussed the August 16, 2013 letter from Heritage Bank advising closure of the Castle Rock and Kalama branch offices, effective November 15th. Mayor Helenberg stated he is supporting Kalama Mayor Pete Poulsen in his efforts to encourage Heritage Bank to retain these branches. Mayor Helenberg stated this closure will have a great impact on the city. In answer to Councilmember Queen's question Clerk-Treasurer Ryana Covington stated the decision to remain with Heritage Bank will need to be a council decision. The city is mandated to bank revenues within a 24 hour period and this requirement will need to be resolved. If council decides to change banking institutions, Covington noted there will be an expense for ordering new checks, receipts and deposit books. Heritage Bank has offered an option for a courier service, but she has not received any definitive plan from the bank. Councilmember questioned what the bank will charge for provision of a courier service. Councilmembers noted that the city still has two credit unions in town; however the city has restrictions on what is an allowable banking institution for municipalities. Mayor Helenberg recommended waiting for further information from Heritage Bank before making any decision.
4. Nathan Hyde, representing Castle Rock Seventh Day Adventist Church, requested permission to use city right-of-way to display a banner to inform residents of their upcoming Depression Recovery introductory program being offered free to the public. The banner would be displayed beginning September 11th and removed September 20th. Councilmember Teter made a motion, seconded by Queen to approve the request submitted by Mr. Hyde on behalf of Castle Rock Seventh Day Adventist Church to use city right of way to display the banner for the Depression Recovery event. By roll call vote, unanimous Aye.
5. Councilmembers reviewed the contract renewal request received from Humane Society of Cowlitz County for fiscal year 2014 in the amount of \$7,000. Councilmembers tabled further discussion on the contract renewal and requested the mayor invite their director to an upcoming meeting to discuss the proposal.

6. Covington stated the annual invoice for FEMA Flood Insurance coverage has been received. She requested council direction on the level of coverage to be included for payment at the next upcoming council meeting. The renewal cost will be \$176 more than 2012, for the same coverage level.

Councilmember Teter made a motion, seconded by Queen to prepare payment at the current coverage limits; premium amount of \$2255. By roll call vote, unanimous 'Aye'.

7. Councilmember Teter stated residents are soliciting donations for installation of two basketball hoops to be located at the Skate Park. The total cost for the hoops and installation is estimated to be \$1,000. He asked councilmembers to let other know of this request. Councilmember Queen suggested contacting the newspaper to see if they would write an article.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:05 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington