

Castle Rock City Council  
Regular Meeting  
September 12, 2011

#### CALL TO ORDER

Mayor Paul Helenberg called the 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, Glenn Pingree, Jack Reilly and Earl Queen.

Mayor Helenberg asked for a moment of silence in remembrance of the 9-1-1 crisis, the losses during that crisis, the military personnel who are currently fighting for this country and the military personnel who have served before.

#### PRESENTATION

Paul Youmans, Director of Pathways 2020 and Jennifer Schapman, Cowlitz County Health Department, distributed copies of the Cowlitz County Community Report Card 2010. The report card shows that crime and domestic violence rates have decreased, however there is still a need to focus on increasing the county's life expectancy. Youmans stated that Castle Rock's readiness through their recreational, community gardens and trail program supports the efforts to create a healthier living environment. Ms. Schapman distributed a handout summarizing the health department's new Healthy Communities Program, which targets prevention of chronic diseases by supporting the creation of healthy communities. Schapman stated she is currently conducting interviews in the Castle Rock area to develop a needs assessment and she asked councilmembers to provide input for this study. Once interviews are completed, a Community Action Plan will be drafted, which will list the community's needs. A community forum to discuss survey results and needs will be held October 18, 2011, from 6:00 pm – 7:30 pm. The meeting will be located in the Senior Center. Mr. Youmans stated the reason Cowlitz County qualified for this program is that the county ranked 39<sup>th</sup> out of 39 counties for health needs. Pathways 2020 is supporting this program.

#### CORRESPONDENCE

Mayor Helenberg read a letter of resignation from Mike Mask, Council Position #5, effective September 8, 2011. Mr. Mask cited health issues as the reason for his resignation. Mayor Helenberg stated as of that date, Mr. Mask no longer represents the city neither as a councilmember nor on any related boards.

#### DEPARTMENT REPORTS

Public Works Director David Vorse

- Vorse announced that the Riverfront Trail Dedication and Volunteer Appreciation will be held September 15<sup>th</sup> at 6:00 p.m. at the north trailhead.

#### City Planner T.J. Keiran

- Stated he has reviewed the draft FIRM maps for flood elevation, which was provided by FEMA. The maps do indicate the levee area as protected. FEMA has requested these maps be made available to the public, and he will work with the city clerk to advertise that the maps are available for public comment. Any public comment would be submitted directly to FEMA. Once the maps are finalized, the city will also need to amend their ordinance to reference the new FEMA flood maps.

#### Librarian Vicki Selander

Announced that the library excess levy did not receive enough votes to pass. Mayor Helenberg stated he has met with Selander to seek immediate ways to reduce operating expenses, while attempting to meet user needs. At this time, he anticipates a reduction in workforce until additional funds become available through donations. Friends of the Library also are evaluating ways to raise money to support the library services. The mayor stated that the excess levy would be put before the voters in 2012, and if passed, tax revenues would be available in the 2013 fiscal year.

#### COUNCIL AND AD HOC COMMITTEE REPORTS:

##### Mayor Helenberg

Reported that he continues to monitor the progress of the Cowlitz Street West Rehabilitation Project. In addition, he has met with the public works director to review various other ongoing projects. Councilmember Reilly stated he has received positive comments from many of the business vendors on Cowlitz Street.

##### Councilmembers

Councilmember Queen attended the 9-1-1 Board meeting where they approved the budgets for fiscal year 2011 and 2012. A copy of the city's contribution was provided to the city clerk and police chief.

Councilmember Queen thanked the city attorney, city planner and clerk-treasurer for their work on the medical marijuana public meeting held last week.

##### Community Economic Development Representative Nancy Chennault

Mayor Helenberg referred to the notice provided by Chennault, regarding the reinstatement of the BizNet networking meeting to be held October 5<sup>th</sup>, 5:15 p.m. at the Backstage Café in Kelso.

## CONSENT AGENDA

1. Councilmember Reilly made a motion, seconded by Pingree to approve the minutes of the August 22, 2011 Regular Council Meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Teter made a motion, seconded by Reilly to approve the minutes of the August 24, 2011 Special Council Meeting. By roll call vote, unanimous 'Aye'.
3. Councilmember Pingree made a motion, seconded by Teter to approve payment of August invoices in the amount of \$893,310.87, as described in the Summary of Claims as adjustment number 178, check numbers 41500 through 41614 for general expenditures and check numbers 21992 through 22054 for payroll expenses. Councilmember Pingree had reviewed the vouchers prior to this meeting. By roll call vote, unanimous 'Aye'.

## OLD BUSINESS

1. Councilmembers reviewed proposed Ordinance No. 2011-10 to increase compensation for city council members to \$100 per month. Councilmembers Pingree and Queen agreed that the compensation reflect attendance at monthly meetings. Mayor Helenberg suggested compensation to be amended to \$50 per meeting, not to exceed \$100 per month. City Attorney Randolph agreed this would meet the city council's intent and still be based on meetings attended.

Councilmember Reilly made a motion, seconded by Queen to approve Ordinance No. 2011-10, as amended above, on first reading. By roll call vote, Councilmember Teter voted 'Nay', Councilmembers Reilly, Pingree and Queen voted 'Aye'. Motion carried.

2. Vorse reported the Cowlitz Street West project is on schedule and he outlined the proposed schedule for the upcoming week. After the 19<sup>th</sup> of this month, the contractor will begin working on First Avenue, which is the final phase. Mayor Helenberg stated the project should be completed by mid-October, with the lights being installed the first part of October.
3. Mayor Helenberg stated the boat launch paving project has been delayed until the contractor, Lakeside Industries, is available. It is anticipated that the project would begin sometime in October, which will also avoid issues with fishing season (boat launch area) and soccer practice (Sports Complex area).
4. Vorse noted that the contractor has begun working on the inside of the tank at the Wastewater Treatment Plant. Vorse stated there may be a minor change order required for the epoxy. He said there was \$2,000 retained for change orders on this project;

which should be sufficient.

In answer to Councilmember Pingree’s question, Vorse stated that two out of ten blowers were plugged, however this does not appear to be the problem.

5. Notices were distributed to customers affected by the Cedar Street water main project, notifying them of a disruption of their service to occur September 14<sup>th</sup> to enable switching service connections to the new main.

**NEW BUSINESS**

1. Councilmembers reviewed the chemical procurement bid results as follows:

<b>BIDDER</b>	<b>Alum Sulfate 4,000 Gallons</b>	<b>Sodium Hypochlorite 12.5% (400 Gallons)</b>	<b>Sodium Fluoride (2,000 lbs)</b>	<b>Chlorine 3,000 lbs</b>
JCI Jones Tacoma, Wa	No Bid	No Bid	No Bid	\$1.333/lb \$3,999
General Chemical LLC Parsippany, NJ	\$1.4715/gallon \$5,886	No Bid	No Bid	No Bid
Northstar Chemical Sherwood, OR	.125/lb or \$1.355/gallon \$5,421.00	No Bid	No Bid	No Bid
Univar USA Kent, WA	No Bid	\$6.325/gallon \$2530.00	\$.786/lb \$1572	No Bid
Cascade Columbia Distribution Sherwood, OR	\$1.43/gallon \$5720.00	\$7.50/gallon \$3000	\$.768/lb \$1536	No Bid

Vorse recommended that city council award bids to the following:

JCI Jones for the Chlorine; Northstar Chemical for the Alum Sulfate; Univar USA for the Sodium Hypochlorite and Cascade Columbia Distribution for the Sodium Fluoride.

Councilmember Pingree made a motion, seconded by Queen to approve the chemical bids as recommended by Vorse, which are the low bidders for each product. By roll call vote, unanimous ‘Aye’.

2. Mayor Helenberg announced that Kim Fittro, representing the Oasis Tavern, had requested permission to hold a street dance on Front Avenue SE, in the business district. The mayor stated he has discussed this request with Ms. Fittro and recommended that

due to adjacent construction, this would not be the best time for such a street closure. Vorse added that the contractor has just opened that intersection at Cowlitz/Front Avenue.

3. Councilmember Teter made a motion, seconded by Reilly to approve Ordinance No. 2011-09, an ordinance adopting Findings of Fact supporting Ordinance No. 2011-08, an interim zoning ordinance regarding medical marijuana collective gardens, on first reading. By roll call vote, unanimous 'Aye'.

#### ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:59 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer