

Castle Rock City Council
Regular Meeting
December 27, 2010

Call To Order:

Mayor Paul Helenberg called the regular meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

Roll Call:

Attending were Councilmembers Ray Teter, Glenn Pingree, Earl Queen, Jack Reilly and Mike Mask.

Business From The Floor:

None

Department Reports:

Clerk-Treasurer

Councilmembers reviewed the November 2010 Fund Report. Covington noted that year to date expenditures for General Fund are exceeding revenues by \$15,839. Other funds also relying on fund balances include Arterial Street Fund, Exhibit Hall Fund, CDBG Home Rehab, Public Works Vehicle Replacement and Regional Water Fund. Covington noted that additional revenues for General Fund property taxes have recently been received. A finalized year-end report will be provided at the end of January 2011, after the city council approves December 2010 expenditures.

Water/Sewer Consumption Report for the month of November reflected a net gain; however water revenues continue to supplant sewer related expenses. Councilmember Mask stated that the previous six months did not show a negative net for sewer costs. Covington stated this was not correct and she noted that in each of the previous three quarters, water revenues supplanted sewer service needs. In answer to Councilmember Mask, Covington noted that city water and sewer revenues are recorded under one fund. The expenditures for these services are tracked separately. This monthly report is generated using those three financial resources. She noted that the November File Report for the Water-Sewer Fund (denoted as Fund 400), show a total revenue gain over the 2009 ending fund balance. Councilmember Mask felt that a workshop meeting should be scheduled in 2011 to review utility rates. Vorse suggested that at the next meeting, staff could propose alternatives for review by council. Mask stated this would be helpful before council takes any action to fill the vacant public works maintenance position.

Council and Ad Hoc Committee Reports

Mayor Paul
Helenberg

The mayor provided a summary of the Christmas lighting event. Over 100 people came to the tree lighting, 85 children had their pictures taken with Santa Claus and almost 500 free dinners were served at Hattie's Restaurant. Donations for the dinner were provided by various churches, local businesses and

community leaders.

Consent Agenda:

Approval of December 27, 2010 regular meeting minutes. Councilmember Reilly made a motion, seconded by Mask to approve the minutes as presented. By roll call vote, unanimous 'Aye'.

Public Hearing; public testimony to be taken on proposed budgetary amendments for fiscal year ending December 31, 2011. Mayor Helenberg closed regular session and opened the public hearing at 8:00 p.m. Covington reported this is the second hearing for the proposed budget amendment. One change to the proposed ordinance has been made regarding total funding for the police department's Safe School grant. The grant total should be \$27,000. There being no public comment, Mayor Helenberg closed the public hearing at 8:05 p.m. and resumed regular session.

REGULAR AGENDA

Old Business:

Ordinance No. 2010-21, an ordinance amending various funds for fiscal year ending December 31, 2010, on second reading. Councilmember Mask made a motion, seconded by Reilly to adopt Ordinance No. 2010-21 on second reading. By roll call vote, unanimous 'Aye'.

New Business:

Adoption of 2011 Salary Schedule. Councilmembers reviewed the 2011 Salary Schedule Step Increase summary and the 2011 Salary Schedule. Councilmember Mask made a motion, seconded by Reilly to accept the 2011 Salary Schedule and 2011 Salary Schedule Step Increase addendum.

Discussion: Councilmember Teter requested that next year he would like to see the Salary Schedule Step Increase Addendum to include the actual range, including longevity percentage levels for the supervisory staff denoted in the schedule.

Vote on the motion: unanimous 'Aye'.

Bid openings for library electrical and construction costs. Mayor Helenberg stated he has received the following bids for the library improvement project:

Remodel construction:

Hensley's Excavating, Castle Rock, WA \$46,500 plus tax

Eric Hansen Homes LLC, Castle Rock, WA \$35,572.56 including tax.

The city would be responsible for applying and paying for the building permits.

Electrical work:

Rawhide Electric, Longview, WA \$10,359, plus tax

Hamer Electric, Longview, WA \$8,574.70, plus tax

Cowlitz Electric LLC, Castle Rock, WA \$7,716.16, including tax

All of the above bids include the cost for the electrical permit.

In answer to Councilmember Mask's question, the mayor stated that all contractors meet criteria for providing work on city buildings.

Councilmember Mask made a motion, seconded by Teter to accept the bid submitted by Eric Hansen Homes LLC in the amount of \$35,572.56 including tax for the construction work and Cowlitz Electric LLC in the amount of \$7,716.16 for the electrical work at the library.

Discussion: Mayor Helenberg stated construction would include finishing the south room for use as a computer/reading room. He outlined the differences in addressing the interior finish for

the stucco wall. Other improvements include a dropped ceiling, new windows, trim and attic vents. Councilmember Pingree noted that he would have liked to see a new library building; especially if the city could eventually obtain the Middle School building. Mayor Helenberg stated the existing library building is sound and just needs maintenance work. The mayor stated he would be personally overseeing this project.

Karen Johnson, Exhibit Hall Director reiterated the mayor's comments regarding the success of the city lighting festival.

Frank Randolph, City Attorney, announced that the county has certified the annexation petition as meeting the 60% minimum. He stated that Covington and other staff members worked very hard to assure that enough signatures were obtained and that required supporting documents were included in the package. A public hearing regarding final acceptance of the annexation petition will be held January 10th. Covington stated that mandatory publication in the Daily News and posting of the property has been completed.

Public Works Director Dave Vorse distributed copies of the park survey. He stated surveys can be completed on-line. They are also available at City Hall. He hopes to have all surveys returned by the end of January so that results can be tabulated and a draft plan available for council review and adoption.

Vorse also announced that the city's Safe Routes To School grant application, in the amount of \$322,000 has been listed on the state's 'highly likely to fund' list.

Mayor Helenberg reported that School Superintendent Susie Barker will be working to reroute school routes along Huntington Avenue. He stated that school representatives will meet to consider suggestions for the council to review. Another alternative is to add a crossing guard at the Middle School and at Roake Avenue. Vorse stated the city's Safe Route To School grant includes funding for various mitigation improvements.

Councilmember Queen thanked Dave Vorse for the work on the boat launch grant presentation submitted to the Port of Longview. Mr. Queen also reported a sign that needs to be reset at the launch site. He offered to reset the sign, if the city provides the post.

Mayor Helenberg stated he plans to provide a 'State Of The City' report at the January 10th city council meeting. This report will include proposed projects and goals for 2011.

Mayor Helenberg adjourned the meeting at 8:03 p.m.

Mayor Paul Helenberg

Clerk-Treasurer