

CALL TO ORDER

Mayor Paul Helenberg called the July 27, 2020 regular meeting of the Castle Rock City Council to order at 7:31 PM, followed by the Pledge of Allegiance. The following councilmembers were present via phone: Art Lee, Lee Kessler, Earl Queen, Paul Simonsen and Ellen Rose.

Also present: Police Chief Scott Neves, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

Please note:

- 1. This meeting was a call-in meeting due to Washington State Governor issued Proclamation 20-28 which includes temporarily prohibiting in-person public attendance at meetings subject to the Open Public Meeting Act (OPMA). Call-in instructions were provided on the Agenda.*

BUSINESS FROM THE FLOOR

None

DEPARTMENT REPORTS

Police Chief Scott Neves

- will be hosting patrol rifle basic 16-hour class
- reported more details on the incident that happened last week involving a pursuit inside the City. Information and video of the suspect capture is on Facebook.
- met with Councilmember Kessler, Public Works Director Dave Vorse today on the camping issues and will have recommendations for Council at the next meeting.

Public Works Director Dave Vorse

- chip seal is complete; included nine City streets; went very smooth

City Engineer Tom Gower

- gave a quick update on Dougherty Dr project; City, contractor, paving subcontractor met onsite. Contractors agreed they did not do a good job regarding the paving. Has agreed to take out the top layer, as least as much as they can, up to the guardrail. We will be receiving a more detailed plan from them in terms of the exact timing and exactly what they will do.

Clerk-Treasurer Carie Cuttonaro

- provided an update on the expenses, revenues, investments and balances.

Council and Ad Hoc Committees

Mayor Helenberg

- attended meeting on Dougherty Dr; meeting turned out better than anticipated

Councilmember Simonsen

- gave kudos to Mayor Helenberg for the resolution on the Dougherty Dr issue. Mayor Helenberg appreciated Councilmember Simonsen's statement and added that it was a good team effort.

CONSENT AGENDA

Meeting Minutes

1. Approve the minutes of the July 13, 2020 Regular Council Meeting.

Councilmember Queen made a motion, seconded by Simonsen to approve the Consent Agenda. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen and Simonsen voted "Aye". Councilmember Rose abstained.

OLD BUSINESS

1. Ordinance No. 2020-04, an ordinance of the City of Castle Rock, Washington adopting a new chapter 13.20 to the Castle rock Municipal Code relating to the assessment reimbursement areas and latecomer agreements; providing for an effective date; and for summary publication, on second reading.

Councilmember Kessler made a motion, seconded by Rose to approve Ordinance No. 2020-04, on second reading. Motion carried by roll call vote, unanimous 'Aye'.

NEW BUSINESS

1. This item has been tabled until the next regular meeting.

2. Purchase of a solar panel for the radar feed back sign on Huntington Ave S, in the amount of \$867.24, including sales tax.

Police Chief Scott Neves stated the sign is very heavy and you have to climb a ladder to deploy the sign. We found the solar option to try to make it semi-permanent and actually last significantly longer. Money is available within the approved budget.

Councilmember Simonsen made a motion, seconded by Rose to approve the purchase of a solar panel in the amount of \$867.24, including sales tax. Motion carried by roll call vote, unanimous 'Aye'.

3. Bid Results – Kirby Ave Water Main Paving

Bids were due on July 22nd. Bidders could bid on two options. Option A included that the City do all the prep prior to paving, so the contractor would only pave. Option B the contractor would do all of the prep and pave. One bid was received by Lakeside Industries. The bid included Option A at \$3.25 per square foot and Option B at \$5.25 per square foot.

An end of year budget amendment in the amount of \$5,000 may be necessary from the water fund to pay for the project, which will not hurt that fund. Staff recommendation is to approve Option B.

Councilmember Simonsen made a motion, seconded by Rose to award Option B to Lakeside Industries. Motion carried by roll call vote, unanimous 'Aye'.

4. Council approved by consensus for the City to send a letter in support of Lower Columbia Community Action Program (CAP)'s Rural Mobility grant application to the Washington State Department of Transportation for the 2020-2023 Consolidated Grant.
5. Development Policies and Public Works Standards including street, stormwater, water and sewer standard details.

Councilmember Kessler made a motion, seconded by Simonsen to approve the Development Policies and Public Works Standards including street, stormwater, water and sewer standard details. Motion carried by roll call vote, unanimous 'Aye'.
6. Proposal to hire help through Evergreen Rural Water of Washington Apprenticeship Program for one year.

Public Works Director Dave Vorse stated this is a fairly new program that is specific to the water and wastewater systems. This field is unique and positions require certifications through the State of Washington, however in order to receive certification, you have to work at some place, so it's a true catch-22. We have an individual who has worked as summer help for three years and she is interested in the field. This program would provide an apprenticeship with Evergreen Rural Water and would provide 144 hours of in-class trainings and different conferences. There is 2,000 hours of on-the-job training. An apprentice would receive 55% of the base wage for the first 1,000 hours and 60% of the second 1,000 hours.

Currently, we have one individual who is out due to COVID-19 and we are back-filling with temporary help. The wages for the apprenticeship would be offset with our absent full-time position. Comparing the two, the difference would be around \$2,000 in additional expense to the current budget. The City would merely be a training agent and there is no requirement to hire this person after completion.

We're trying to train people to move into this field as people are rapidly heading into retirement. This may be a good way to look out for our interests, as well.

The one-year apprenticeship can roll into a two-year if both the apprentice and the City agree, as the City is merely a training agent.

The request is to offer \$15 per hour. 55% comes out to around \$13 per hour. At the end of one year, the individual would have her Water Distribution Manager 1 and her Cross-Connection Specialist 1 certifications. If this continued into the second year, the certifications would become level 2.

Councilmember Kessler made a motion, seconded by Rose to approve the Evergreen Rural Water of Washington Apprenticeship Program for one year. Motion carried by roll call vote, unanimous 'Aye'.

7. Powell Rd Water Main Liner Project; acceptance of project as complete; amount of \$137,436.38 total construction cost. Insta-Pipe Inc., prime contractor.

City Engineer Tom Gower stated the project went well. The liner is in and tested and is working well. Gibbs & Olson recommends the City accepts the project as complete and closes it out.

Councilmember Kessler made a motion, seconded by Simonsen to accept the Powell Rd Water Main Liner Project as complete. Motion carried by roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:13 PM.



Clerk-Treasurer Carrie Cuttonaro


Mayor Paul Helenberg