

002 Mayor Barbara Larsen called the 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: Khembar Yund, Greg Marcil, Julie Bean, and Ed Smith.

014 Councilmember Smith made a motion, seconded by Marcil to approve minutes for the March 28, 2005 Regular Council Meeting. By roll call vote, Councilmember Bean abstained, the rest 'Aye', motion passed.

Councilmember Jeff Skeie arrived at 7:32. All councilmembers are present.

025 The Director of Cowlitz County Health Department Sue Grinnel disclosed that the Health Department is in the process of updating their two year agency plan. To assist in formulating that plan, Grinnel is meeting with various city councils to discuss the issues, concerns and needs of communities.

The Health Department is considering coming to the city to provide services one day per month, if the community perceives the need. To provide on-site services, the Health Department would need a meeting room with access to a copy machine and restroom. Some of the outreach services slated to be provided include food handler vaccinations and pregnancy testing. Services could be offered to low income individuals who may not have access to adequate medical services. Grinnel has met with the Castle Rock School Board and reports that they are in favor of this on-site service.

Mayor Larsen acknowledged the need for such services, but recommended that the school district take the lead as young people would most benefit from providing these services. Councilmember Skeie can foresee no problems but would like to see a list of services which could be provided. Grinnel explained various services that could be used by all age groups. Councilmember Smith also voiced his support of this outreach service.

232 Cowlitz County Corrections Department Executive Director William Weiss presented the 2004 Annual Report. Weiss explained that methamphetamine, jail overcrowding and the growing number of mentally ill remain the dominant issues for Cowlitz County Corrections.

Weiss explained that the new jail will ease the overcrowding issue by providing 308 beds compared to the present jail with 263 beds. It will be an indirect observation facility, which is not as staff intensive as the present linear hallway designed jail. The Department of Corrections will continue to utilize alternative programs such as work release and electronic monitoring, including a new device that monitors for alcohol use.

Weiss reports that due to federal cutbacks, a large number of mentally ill in this community will be losing Medicaid benefits used to buy psychotropic medication. Approximately 15% of inmates are mentally ill.

Weiss stated Drug Court has been successful, but addresses a small percentage of individuals addicted to drugs. To participate, offenders pay \$500 to join and grants offset the other operating

costs. Weiss would like to expand this program to a Family Dependency Drug Court to assist addicts that lose their children because of their addiction.

Booking fees have been increased and inmates must purchase their own indigent items. Weiss is now the director of both the adult and juvenile detention. Weiss anticipates opening the old work release house for those participating in Drug Court.

In response to a question by Mayor Larsen, Weiss answered that the Immigration and Naturalization Service (INS) pod at the Juvenile Detention Center is not in use. Staffing is not available to open the INS pod, detention officers are being laid off due to budget deficits.

384 Laren Marlow, representing Castle Rock Eagles, requests approval of their fireworks permit application. Fire Chief Eric Koreis reports that the application contains a few clerical errors but otherwise meets his approval. Koreis also has an application from the Castle Rock Lions Club, which also includes a few clerical errors but otherwise meets his review. In the past, both of these groups have been able to obtain the required insurance and pass Fire Code Inspections.

406 Councilmember Smith made a motion, seconded by Bean to approve the fireworks permit for the Castle Rock Fraternal Order of Eagles #556, dependant upon correction of the clerical errors and meeting the approval of the Fire Chief.

Discussion: Councilmember Skeie is concerned with the timeline for the Fireworks Permit Application process. Councilmembers expressed interest in establishing a time period in which fireworks applications are accepted by the city.

Vote on the above motion: Unanimous 'Aye'.

443 Fire Chief Eric Koreis reported on the Fire Department Annual Awards Banquet. He announced that the fire department members honored Councilmember Smith for 20 years of volunteer service and that Smith had recently retired as a volunteer.

454 Koreis requests approval of a Fireworks Permit for the Castle Rock Lions Club after clerical errors have been corrected.

460 Councilmember Bean made a motion, seconded by Skeie to approve the fireworks permit for the Castle Rock Lions Club, dependant correction of the clerical errors and upon approval of the Fire Chief. By roll call vote, unanimous 'Aye'.

463 Koreis stated he has reviewed the proposed amendment to the 911 Communications Interlocal Agreement. He explained that the city would incur no additional fees as a result of the proposed amendment. The amendment was required due to recent improvements to the system. Those improvements would be funded with cash, grants, and a loan from Cowlitz County. The estimated cost of those improvements was \$2.2 million, with approximately \$800,000 to come from a Cowlitz County loan. City Attorney Tom O'Neill will review the proposed amendments to the agreement. Councilmember Yund voiced concern that the radio frequencies proposed in the upgrade would require additional staffing and eventually increase user costs.

534 Koreis reports that the house at 65 Jackson Street NW is scheduled to be burned on April 30th. Public Works Director David Vorse stated that he has discussed the proposed burn and road closure with Cal Smith, owner of Cascade Select Market. The road closure would need to be delayed until after the market has received one delivery scheduled for that day.

545 Police Chief Bob Heuer proposed using the .1% Criminal Justice Tax to fund his proposal to remodel the upstairs courtroom into offices for the Police Department. Councilmember Skeie expressed concern that public access to the police department would be limited to certain individuals, particularly if the police clerk is located upstairs. Councilmember Skeie also expressed concern with meeting standards set by the Americans with Disability Act (ADA). Councilmember Yund agreed with Councilmember Skeie's concerns and noted that public access was one of the reasons to extend the Police Clerk hours.

Side B

590 Heuer will draft a letter to the Cowlitz County Commissioners outlining spending options for the Criminal Justice Tax funds, as requested in their March correspondence. Councilmember Smith suggested that a constructive use for those tax funds could be for a summer part-time officer or overtime for undercover work. Heuer suggested forming an advisory committee to determine the use of those funds. Councilmember Smith, Councilmember Yund and City Attorney Tom O'Neill will form an advisory committee. Commissioners requested the city respond by May 1, 2005, so they can address public inquiries during their upcoming meetings.

698 Police Chief Heuer requests approval to purchase a police vehicle. Councilmembers reviewed the first quarter budget summary provided by Clerk-Treasurer Ryana Covington.

771 Councilmember Yund made a motion, seconded by Smith to approve the purchase of a police vehicle.

Discussion: Councilmember Marcil questioned the year and number of vehicles that the Police Department currently has. Heuer explained that the department has vehicles from 1991, 1999, 2001 2002, 1994 and 2004, with one of those vehicles offline. The acquisition of another vehicle would bring the total to six operable police vehicles.

Vote on the above motion: Unanimous 'Aye'.

816 Police Chief Heuer requests approval to purchase 5 portable radios which was included in the 2005 budget. Base price per unit is \$486 to include tax, testing, antennae and software. The cost estimate received is \$3,650.59 for Kenwood Radios. Sergeant Scott Neves would like to purchase Kenwood Radios as they provide better reception than Motorola brand radios.

877 Councilmember Bean left the meeting at 8:35 p.m., due to medical reasons.

889 Councilmember Skeie requested that Chief Heuer obtain a second bid for these radios. In answer to Councilmembers Yund and Skeie's request, Heuer will review and present council with the amount that was budgeted for purchase of police radios.

- 915 Castle Rock Baptist Church Pastor Mike Lerma, 211 Front Avenue NW, requests a utility leak adjustment in the amount of \$177.34. Lerma explained that a toilet was left running while no one was in the building. Toilets have been repaired and notices posted to be sure that water is not running before leaving the building.
- 950 Councilmember Yund made a motion, seconded by Skeie to approve a utility leak adjustment for the Castle Rock Baptist Church in the amount of \$177.34. By roll call vote, unanimous 'Aye'.
- 956 Public Works Director David Vorse requests approval to purchase and paint a Hotbox from Cowlitz County in the amount of \$1150. Vorse noted that \$1400 was appropriated in the 2005 Street Fund budget for this purchase.
- 961 Councilmember Yund made a motion, seconded by Marcil to approve the purchase of a Hotbox from Cowlitz County for \$1150 from the Street Fund. By roll call vote, unanimous 'Aye'.
- 965 Wally Jajou, URS Engineering, presented the preliminary design for the Castle Rock Boat Launch project. The completed project will encompass 4 acres. Vorse would like to begin the permitting process which will take 12 to 18 months to complete.

Jajou described various aspects of the boat launch design. The launch would consist of a 20 foot wide, 2-lane, 250 foot long concrete ramp with a 15 degree slope. The underwater portion of the ramp would be constructed with precast concrete panels. The above water portion of the ramp would be 6 inches of cast in-place concrete, over 12 inches of crushed rock. The design includes two sets of six foot wide, 180 feet long timber boarding floats. There will also be an eight foot wide, 100 foot long, concrete transient float which will serve as a transitional boat waiting area.

The parking lot will occupy approximately 2 ½ acres and accommodate 60 vehicles with trailers, 26 automobiles, 2 ADA automobile spaces and 2 ADA vehicles with trailers. Traffic flow will be one-directional. Also included are two ready lanes near the ramp for untying boats, along with three tie down areas. The parking lot will be 2 inch asphalt concrete pavement over a 12 inch rock base.

The two way 24 feet wide access road will be relocated to make room for a baseball field. The launch facility will contain two unisex restrooms which can also be utilized from by the Sports Complex and the Riverfront Trail.

A log boom will be located upstream from the launch to provide protection from debris traveling downstream. To adjust to the water level, the launch and log boom will rise and lower on their supports. Untreated timber will be used for the boarding floats to comply with permitting requirements.

- 075 Councilmember Smith voiced concern that concrete pads placed in the Cowlitz River tend to erode and move due to the extreme current. Jajou specified that the design will provide for significant rock pinning of the concrete footings.

Councilmember Smith noted during high water there is a large amount of debris in the river and he voiced concern over damage to the launch facilities. Jajou stated that support sections are 35 feet apart. Options to avoid high water debris could include designing

for extreme conditions or limit seasonal use. Councilmember Smith reported that funding agencies may not allow for seasonal use and he is concerned with maintenance costs.

123 Bob Janisch, Castle Rock Boat Launch Committee, voiced concerned that the proposed log boom is too perpendicular and needs to maintain a steeper angle to deflect debris. Jajou answered that the angle of the log boom could be adjusted, but would then need to be longer, which would increase the cost. The log boom is presently designed at a 30 degree angle.

136 Jajou presented the following preliminary boat launch construction cost estimates:

1. Mob/Demob	\$ 25,000
2. Two-lane concrete boat ramp 46' wide by 250' long	\$ 250,000
3. Concrete transient floats 8' wide by 100' long	\$ 88,000
4. Boarding timber floats 6' wide by two 180' long	\$ 143,000
5. Log boom 150' long	\$ 50,000
6. restroom two stall unisex	\$ 95,000
7. Parking lot 2.5 acres	\$ 205,000
8. Access road 24' wide by 670' long	\$ 36,000
9. Storm drain system	\$ 50,000
10. Water system	\$ 20,000
11. Electrical system	\$ 50,000
12. Landscaping and irrigation system	\$ 45,000
13. Striping and signs	\$ 25,000
14. New pathway 8' wide by 1,230' long	\$ 10,000
15. Miscellaneous items	<u>\$ 20,000</u>
Subtotal	\$1,112,000
10% Contingency	\$ 111,000
Facility Total	\$1,223,000

Cost estimates were based on a contractor performing the work for the entire project and does not include any volunteer labor. Councilmember Smith requested cost estimates for the maintenance and operation of this facility.

In answer to council's question, Vorse stated that the design and permitting phase of this project is currently within budget.

Tape 2 of 2

Side A

015 Vorse disclosed that amenities such as fee collection, lighting and any access gates would be outlined in the construction design and funded under miscellaneous items. The possibility of a 'Pay & Park' collection system was discussed. Jajou estimated that a launch fee of \$3 to \$5 would be sufficient to maintain this facility.

Vorse pointed out that the boat launch design would require the Riverfront Trail to be moved to the west to avoid traffic conflicts for pedestrians. In response to an inquiry by Councilmember Smith, Vorse stated stormwater would be diverted to the stormwater retention area located by the soccer fields. Jajou will revise cost estimates to include log boom alterations. Councilmembers did not voice any objections to beginning the permitting process, after including log boom alterations to the design.

196 Vorse announced that the Huntington Avenue South Entrance Features planting is scheduled for noon on April 13th, which is also Washington State Arbor Day. Work will be performed by citizen volunteers. The Castle Rock High School Agriculture Class will also participate in this event and will use this project as an outdoor

classroom to study planting and growth patterns. Vorse stated there are 32 Ginkgo Biloba 'Princeton Sentry' trees, 800 Burning Bushes and 200 Vine Maples scheduled to be planted. Vorse hopes to begin planting the Kelsey Dogwood plants next month.

- 243 Police Chief Bob Heuer reported that \$4,515 is budgeted for police radios. Heuer requests approval to purchase Kenwood radios for \$3,650.59. The software provided with this purchase would allow the police to perform future frequency changes themselves.
- 272 Councilmember Yund made a motion, seconded by Smith to approve the purchase of police radios in the amount of \$3,650.59. By roll call vote, unanimous 'Aye'.
- 286 Clerk-Treasurer Ryana Covington answered questions pertaining to the First Quarter Budget Report for the General Fund. The remaining funds will be presented for review at the next Regular Council Meeting.

Covington requested approval of March invoices in the amount of \$3,253,563.50 as describe in the Summary of Claims and further described as check numbers 33095 through 33214 for general expenditures and check numbers 18103 through 18177 for payroll expenditures.

- 294 Councilmember Marcil made a motion, seconded by Yund to approve payment of March 2005 invoices as described in the Summary of Claims in the amount of \$3,253,563.50. By roll call vote, unanimous 'Aye'.
- 301 Covington requested approval of two additional invoices as follows: Department of Ecology NPDES permit in the amount of \$973.99 and J & J Trailer Sales in the amount of \$1933.46. Both items were included in the 2005 operating budget.
- 331 Councilmember Skeie made a motion, seconded by Smith to approve payment of the NPDES permit in the amount of \$973.99. By roll call vote, unanimous 'Aye'.
- 335 Councilmember Smith made a motion, seconded by Skeie to approve payment to J & J Trailer Sales in the amount of \$1933.46. By roll call vote, unanimous 'Aye'.

338 Council Report of Meetings:

Covington announced that Longview City Manager Bob Gregory contacted her and advised of an all-county meeting to discuss methamphetamine use in the county. The meeting will be scheduled May 31st at 7:00 p.m. at Longview City Hall training room. Mr. Gregory has asked for the names of those attending. Councilmembers suggested that Mayor Larsen and Chief Heuer attend.

Councilmember Marcil attended the Castle Rock School District meeting, with PW Director Vorse to discuss the proposed boat launch design.

Councilmember Smith attended a Mosquito Board meeting.

The Annual Fire Department Banquet was attended by Councilmembers Marcil, Smith and Skeie and Mayor Larsen.

- 374 Councilmember Skeie made a motion, seconded by Yund to approve Ordinance No. 2005-01, an ordinance repealing and re-enacting

- Chapter 13.06.030, subparagraph A, regarding deposits for water, sewer and/or stormwater service, on first reading. By roll call vote, unanimous 'Aye'.
- 385 Councilmember Smith made a motion, seconded by Skeie to approve Resolution No. 2005-03 authorizing and providing for the incurrence of indebtedness in the amount of \$2,400,000 for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its sewer facility to serve an area lawfully within its jurisdiction, effective as of July 10, 2000, on second reading. By roll call vote, unanimous 'Aye'.
- 401 Councilmember Marcil made a motion, seconded by Yund to approve Resolution No. 2005-04 authorizing and providing for the incurrence of indebtedness in the amount of \$655,000 for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its sewer facility to serve an area lawfully within its jurisdiction, effective November 2003, on second reading. By roll call vote, unanimous 'Aye'.
- 405 Councilmember Yund made a motion, seconded by Skeie to approve Ordinance No. 2005-05 repealing Title 12.04 Sidewalk Maintenance, Repair and Construction of the City of Castle Rock, and reenacting a new Chapter 12.04, on second reading. By roll call vote, unanimous 'Aye'.
- 415 Councilmember Marcil made a motion, seconded by Yund to adopt Ordinance No. 2005-06, an ordinance establishing zoning designation for annexed Castle Rock School property, on second reading. By roll call vote, unanimous 'Aye'.
- 425 Councilmember Yund made a motion, seconded by Marcil to ratify Ordinance No. 2004-05, and Ordinance approving annexation of school property into the city limits.
- Discussion: Clerk-Treasurer Covington stated the city planner has requested the Ordinance No. 2004-05, approving the annexation, to be readdressed (ratified) by the city council. This is necessary, since the ordinance was passed prior to the issue being addressed by the Cowlitz Boundary Review Board.
- Vote on the above motion: Councilmembers Yund, Skeie and Marcil voted 'Aye', Councilmember Smith voted 'Nay'. Motion passed.
- 438 Fire Chief Koreis presented Councilmember Smith with a watch and traditional firefighter retirement coffee mug in honor of his 20 years of service as a volunteer firefighter. Councilmembers commended Smith for his service to the community.
- 478 Councilmember Skeie made a motion, seconded by Yund to approve Resolution No. 2005-05, a resolution authorizing execution of a license agreement to Mountain Mania to operate their festival on city property, on first reading. By roll call vote, unanimous 'Aye'.
- 483 Councilmember Skeie made a motion, seconded by Marcil to approve Resolution No. 2005-06, a resolution authorizing execution of a license agreement to Castle Rock Eagles FOE #556, to operate a parade on city property, on first reading. By roll call vote, unanimous 'Aye'.
- 487 Councilmember Yund made a motion, seconded by Marcil to approve Resolution No. 2005-07, a resolution authorizing execution of a

- license agreement to Castle Rock Chamber Of Commerce to operate events in conjunction with Mt. St. Helens 25th Anniversary on city property, on first reading. By roll call vote, unanimous 'Aye.
- 486 City Attorney O'Neill advised that he has reviewed the proposed amendments to the 911 Communications Interlocal Agreement. The agreement does not include a clause for arbitration, however O'Neill recommended approval.
- 498 Councilmember Yund made a motion, seconded by Marcil to approve the amendment to the 911 Communications Interlocal Agreement. By roll call vote, unanimous 'Aye'
- 505 Councilmembers reviewed correspondence from QWest notifying the city that they have sold their public phones assets to FSH Communications LLC. They propose to remove the public telephone located outside of City Hall, unless the city wants to pay a fee of \$53/month to retain the service. Councilmembers noted that many citizens now carry cellular telephones. Councilmember Yund noted that adding an extra phone line to accommodate a safety phone box would be less expensive. This would still allow citizens to access police and 911 services.
- 522 Meeting adjourned at 9:45 p.m.

Mayor Barbara Larsen

Clerk-Treasurer