

001 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: Greg Marcil, Ed Smith and Jeff Skeie. Councilmember Bean is on medical leave.

014 Councilmember Marcil made a motion, seconded by Skeie to approve minutes for the February 28, 2005 Regular Council Meeting and the meeting continued on March 1, 2005. By roll call vote, unanimous 'Aye'.

039 Jack Sims, 446 Third Avenue SW, questioned why councilmembers are considering an additional increase for utility rates and he voiced concern for residents on fixed incomes. Mayor Larsen explained that utility rates must support the water and sewer services. Councilmember Skeie explained that the city has been offered an additional loan for improvements to the Wastewater Treatment Plan. Interest rate for the loan is 1/2% for 20 years. Staff had proposed projects that could benefit from this funding opportunity and councilmembers are weighing the options, however no action was taken at this time.

Sims complained that the work done to fill potholes in the alley behind his residence, was inadequate. Public Works Director David Vorse noted the level of maintenance that was completed and explained that council has prioritized street repairs to be completed over alleys.

138 Glenn Taylor, previous owner of the house at 65 Jackson Street NW, confirmed that the city now has possession of the house and keys

have been turned over to David Vorse. Taylor thanked City Council, City Attorney Tom O'Neill and Public Works Director David Vorse for their patience and help through the process of vacating that house.

150 Jeff Rasmussen, Chairman of the Board of Cowlitz County Commissioners, discussed the ballot measure proposal regarding the 'War on Meth' (methamphetamine). The proposal would ask voters to approve a .2% sales tax increase that would sunset in 15 years. The funds would be used to fight meth addiction and its associated problems. If approved the county would use a three-prong approach which includes Prevention/Education, Treatment and Law Enforcement/Criminal Justice needs.

Rasmussen revealed that Sheriff Bill Mahoney and Cowlitz Substance Abuse Coalition Coordinator Ramona Leber will co-convene the Meth Action Team. They are currently gathering information on how communities would spend the funds fighting meth use.

Rasmussen asked council to:

1. Authorize staff to meet with the Meth Action Team to help put together proposals and decide how funds would be spent. He recommended that either Chief Heuer or Councilmember Skeie become members.
2. Consider hosting Community Forum meetings in conjunction with the Meth Action Team in May

3. By May 1st advise where Law and Justice funds will be spent in 2005

At this time, Meth Action Team meetings are scheduled for 4:30 pm on Monday afternoons. Councilmember Skeie would like to be updated on their progress, but cannot attend meetings due to work conflicts.

Ramona Leber, Coordinator for Cowlitz Substance Abuse Coalition explained that the Meth Action Team is working on a tight time frame for planning purposes. The team is hoping to put together a proposal within 45 days which would be ready for voter approval at the primary election. Councilmember Smith requested that Clerk-Treasurer Ryana Covington or Police Chief Bob Heuer receive emails from the Meth Action Team, so that they can forward the information to councilmembers.

- 335 Fire Chief Eric Koreis requests approval to purchase radio equipment and pagers. These capital outlay items were included in the 2005 budget, funded by General Fund money. The price estimate received for the radios is \$2,730.20 and for the pagers is \$1,606.80, tax included. Fire District #6 will share in the cost of the items.
- 356 Councilmember Skeie made a motion, seconded by Smith to allow the Fire Department to purchase radios and pagers as budgeted. By roll call vote, unanimous 'Aye'.
- 366 The Fire Department has received an AED (Automated External Defibulator) donation from the Southwest Region Emergency Medical Service Council (SW Region EMS). They donated three AED's to replace the ones that were recalled because of software problems.

The Fire Department received a \$1,000 scholarship from SW Region EMS for Emergency Medical Technician (EMT) training. Currently three EMT's are in training and the Fire Department has received full tuition for one to attend the SW Region EMS Conference. A total of six responders will be attending that conference.

Koreis outlined two bills that he is following which are moving through the Washington State Legislature. Bill 1756 sets minimum fire response standards, but as currently worded will not affect small cities. Bill 1635 effects EMS utility fees and has been challenged in the courts. Bill 1635 would initiate a monthly utility bill for everyone within an EMS jurisdiction.

Koreis would like to schedule a workshop meeting to plan and explore options for the fire district annexation. By consensus, councilmembers approved scheduling a workshop meeting to discuss the fire district annexation at 7:00 pm prior to the Regular Council Meeting on March 28th.

Koreis stated that year to date ambulance transports increased by 27.

Kories also reported that the city-owned house at 65 Jackson Street NW is scheduled to be used for a training burn on March 26th provided no delays are created by asbestos abatement issues.

In response to a question by Councilmember Smith, Koreis revealed that he will again apply for a Public Access Defibulator hoping to supply one to the Police Department. Two AED's have been placed

at Mt St Helens Visitor's Centers with the Fire Department providing the training for their use.

- 438 Police Chief Bob Heuer reintroduced Officer Jeff Gann. Officer Gann graduated from the Washington State Police Academy on January 20th. Heuer extended his congratulations to Officer Gann for graduating first in his class academically. Gann first began working with the Police Department as a Reserve.
- 463 Wastewater Treatment Plant Project Engineer Steve Kraushaar requests approval of Change Order #9 in the amount of \$49,023.72, including tax.

Change Order #9 consists of the following nine items:

- Item 1. Miscellaneous work on existing buildings for an increase of \$28,930
- Item 2. Crack repair of digester for an increase of \$8,248
- Item 3. Addition of a pressure regulator and auto drain for an increase of \$1,680
- Item 4. Additional clarifier tank drain joint restraint for an increase of \$1,587
- Item 5. Plumbing connections for lab sink for an increase of \$393
- Item 6. Riprap placement at drainage swale for an increase of \$1,061
- Item 7. Relocation of site light at the stormwater pump station for an increase of \$241
- Item 8. Relocation of site light at the pole building for an increase of \$569
- Item 9. Provide additional paving in three areas to provide better access 1) at the stormwater pumps 2) on the access drive to the oxidation ditch due to the steepness of the drive 3) in front of the pole building for an increase of \$2,894

Kraushaar explained that these items were not included in the initial contract, since they were uncertain of the availability of funds. Item #1 includes repairs to the old pump building, the control building and the drying bed covers. The majority of the cost for Item #1 is to sandblast and paint the drying bed covers. Councilmember Skeie expressed concern that Item #1 is primarily cosmetic features. Councilmember Smith noted that sandblasting and painting the drying bed covers will significantly extend the life of those metal structures.

Kraushaar reports that this project is now 98% completed. Clerk-Treasurer Ryana Covington added this project is now utilizing the grant funds from Rural Development. Covington explained that the grant could only be used after all of the loan funding had been expended. The loans do impact utility rates but the grant does not.

Public Works Director David Vorse reported that the contingency for change orders is 5% of the contract. Approval of Change Order #9 would bring the percentage of change orders to 3.68%.

Kraushaar expects there to be one more change order request.

- 553 Councilmember Smith made a motion, seconded by Marcil to approve Change Order #9 in the amount of \$49,023.72. By roll call vote, unanimous 'Aye'.
- 560 Kraushaar requests a contract amendment for Tetra Tech/KCM to allow for design modification requests and additional construction administration, which would increase the engineering contract an

additional \$7,785. A portion of this request will go toward the electrical engineer subcontractor.

Side B

617 Councilmember Smith made a motion, seconded by Skeie to approve modification of the Tetra Tech/KCM engineering contract in the amount of \$7,785. By roll call vote, unanimous 'Aye'.

627 Public Works Director David Vorse requests approval to print the Park & Recreation Guide. Vorse would like to have the guide available for distribution before the 25th Anniversary of the Eruption of Mt St Helens in May. Seven printing options were presented with examples of two options provided.

Vorse stated \$1,000 budgeted for the Park & Recreation Plan Update will not be needed. Vorse requests that the \$1000 be reappropriated to finance printing charges for the brochure. In response to Councilmember Skeie's question, Vorse explained that he would like to distribute the guide to the Exhibit Hall, visitor's centers, motels and other local businesses.

730 Councilmember Skeie made a motion, seconded by Marcil to authorize the printing of 2000 copies of the Park & Recreation Guide on 20# white paper with color ink for \$216, as represented in Option #5. By roll call vote, unanimous 'Aye'.

Councilmember Smith suggested that for future printings, businesses could be offered the opportunity to purchase advertising space on the guide to help defray printing costs.

Clarification of motion to print Park & Recreation Guide, tax will be in addition to the \$216 printing cost.

764 Vorse announced that the Cowlitz County Health Department has been awarded a \$50,000 Community Prevention Planning Grant from the Washington State Department of Health. The goal is to mobilize the community by forming a Healthy Lifestyle Coalition to develop a Cowlitz County Nutrition and Physical Activities Plan. The Healthy Lifestyle Coalition will be trying to change community norms to make it easy for residents to make healthier choices. A community forum dinner will be held at 6:00 pm on March 31, 2005 at the Lower Columbia College Student Center. A donation to the Community Action Plan Soup Bowl is requested.

812 Clerk-Treasurer Ryana Covington requests approval of February invoices in the amount of \$764,807.27 as describe in the Summary of Claims and further described as check numbers 32966 through 33094 for general expenditures and check numbers 18008 through 18102 for payroll expenditures.

814 Councilmember Marcil made a motion, seconded by Smith to approve payment of February 2005 invoices as described in the Summary of Claims in the amount of \$764,807.27. By roll call vote, unanimous 'Aye'.

828 Report of Meetings
Mayor Larsen noted that recent warm weather conditions have created a mosquito problem. Councilmember Smith reports that the

Mosquito Control Board will begin meeting soon and they plan to start mitigation measures.

Mayor Larsen disclosed that she has received a report that residents have encountered problems with rocks on the access ramp to the Riverfront Trail, at Shintaffer Street NW. Vorse will check the ramp for excess rocks.

- 875 City Attorney Tom O'Neill advised that proposed Ordinances 2005-03 and 2005-04 were prepared by the Bond Council on behalf of the city. Bond Council advised staff that only one reading would be required for adoption and by doing so, this would enable the city to adhere to a limited timeline and be able to take advantage of current low interest terms prior to the bond sales. The Bond Council also advised that delay in the passage of these ordinances would result in increased costs for the city. O'Neill noted that RCW statutes require only one reading, however city ordinance requires two readings for adoption. O'Neill noted that Washington State statute includes circumstances where a municipality can deem an emergency situation and adopt an ordinance on first reading, to protect from incurring additional costs for the municipality. O'Neill advised council that the circumstances described by Bond Counsel would qualify under the State statute.

Clerk-Treasurer Ryana Covington noted that Ordinance 2005-03 defines obligations of a Bond Registrar. This is a new federal requirement when issuing bonds. O'Neill stated that Ordinance 2005-03 would establish a system for issuing bonds and Ordinance 2005-04 would implement that system.

- 915 Councilmember Skeie made a motion, seconded by Smith to approve Ordinance 2005-03 which adopts a system of registration of bonds and obligations of the city; appointing Bond Registrars for various types of obligations; and establishing the duties of a Bond Registrar. By roll call vote, unanimous 'Aye'.

- 920 Clerk-Treasurer Ryana Covington explained that when Rural Development awards a loan the funds are not released until the project is completed. To compensate contractors before the project was completed Cowlitz County provided interim loan financing. Rural Development loan proceeds are paid in the form of Revenue Bonds. Once the city approves the issuance of these bonds they will be delivered to Rural Development. Rural Development will then release the loan funds to the city, and the city will repay Cowlitz County for the interim loan.

The Revenue Bonds are for 40 years to be paid biannually at a 4.5% interest rate. The two Rural Development loans described in Ordinance No. 2005-04 include Loan A for \$2.4 million and Loan B for \$655,000. Covington stated the city applied for a low interest Public Works Trust Fund loan, in an attempt to procure a lower interest rate. Approval of the Public Works Trust Fund loan was not received in time to fund the remaining construction costs, so the city procured an additional \$655,000 loan (Loan B) from Rural Development. This additional loan resulted in the need to increase the 2005 utility rates. Passage of Ordinance 2005-04 allows the issuance of Revenue Bonds which authorizes Rural Development to release the funds to repay Cowlitz County and set up a system for the 40 year repayment of the loans.

- 1000 Councilmember Marcil made a motion, seconded by Skeie to approve Ordinance 2005-04 specifying and adopting, ratifying and

confirming a plan of additions and betterments to its combined system of water and sewerage; providing for the issuance and sale of a \$2,400,000 par value water and sewer revenue bond and a \$655,000 par value water and sewer revenue bond of the city for the purpose of providing funds to repay the costs of interim financing provided by Cowlitz County, Washington pursuant to an interlocal agreement of certain improvements relating to the construction of a wastewater treatment plant; providing the dates, form, terms and maturity, interest rate, terms and covenants of the bonds to be issued; and approving the sale and providing for the delivery of the bond to the United States of America, acting through the United States Department of Agriculture. By roll call vote, unanimous 'Aye'.

- 1014 Councilmembers reviewed correspondence from Exhibit Hall Director John Kramer requesting the city council authorize the public works department to amend the parking configuration and stripe the parking lot at the Exhibit Hall. Vorse advised that City Engineer Mike Johnson had voiced concern with the proposed plan noting that some of the spaces would be sited within the alley right of way. The proposed plan would gain two parking spaces and necessitate a one way passage through that lot.

Councilmember Skeie expressed concerns about directing traffic into the alleyway near the old jail. He noted the alley is in poor condition and would require a considerable amount of repair to support any additional traffic. Skeie stated the city engineer will be discussing proposals to upgrade the downtown corridor and he would prefer to defer council action until that time. Councilmember Marcil suggested crushed rock be placed in the soft area behind the Exhibit Hall to make it usable for additional parking. Covington noted that the addition of concrete parking bumpers could help delineate parking spaces in that area after the application of crushed rock. By consensus, councilmembers decided to table further discussion until the next council meeting.

- 1075 Mayor Larsen adjourned the meeting at 9:05 pm.

Mayor Barbara Larsen

Clerk-Treasurer