

CALL TO ORDER

Mayor Paul Helenberg called the October 27, 2014 regular meeting of the Castle Rock City Council to order at 7:33 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

Business from the floor:

1. Chris Millward, representing Castle Rock Boy Scout Troop 313, requested council approval to hold the Sand and Misery 5K Obstacle Run/Walk on city property. The event is scheduled for March 7, 2015. Millward stated in past years, this event has been sponsored and managed by the Cowlitz Valley Runners. His troop has agreed to take over those responsibilities from Cowlitz Valley Runners for 2015 and will provide proof of liability insurance to the city.

Councilmember Kessler made a motion, seconded by Queen to approve the use of city property by Castle Rock Boy Scout Troop 313 to hold the Sand and Misery run on March 7, 2015, providing required proof of insurance is filed with the city prior to the event. By roll call vote, unanimous 'Aye'.

Millward also requested assistance from Castle Rock Police Department and Cowlitz Fire District #6 during the event. Mayor Helenberg stated Millward would need to contact the fire department directly to request their assistance. Police Chief Heuer stated he would be glad to assist them, as needed. City Council members thanked the ten scout members and eight leaders for attending this meeting.

DEPARTMENT REPORTS-

1. Frank Randolph, City Attorney – reported he has checked with the city's risk pool regarding development of a leash-free area. AWC RMSA does not have any issues and they have offered assistance in wording for signage and development of an ordinance. Randolph stated he would work with the Public Works Director and provide an amendment to the city's ordinance at a later meeting.
2. Dave Vorse, Public Works Director – reported that Lakeside Industries, contractor for the City Wide Paving project is currently working to complete the project punch list. Any remaining street work will be weather-dependent. The city is also still waiting for the outcome of the loan application submitted to USDA Rural Development.
3. Ryana Covington, Clerk-Treasurer, provided councilmembers with the third quarter budget report and September Cash and Investment Activity Report.
4. Vicki Selander, Librarian; announced the city has received donations from Sandra Schmitz of 48 new books and five DVD movies; estimated value of \$500. Selander stated she has been unable to locate the donor to thank her.

Council and Ad Hoc Committee Reports

1. Nancy Chennault – city representative to Cowlitz Economic Development Council (CEDC)
 - Reported the Castle Rock Economic Development Alliance committee is moving forward with their assessment for use of the Exhibit Hall building.
 - Castle Rock America In Bloom program are in the process of ordering the baskets for 2015.
 - Cowlitz Economic Development Council will be developing a stakeholders committee for the State Route 504 corridor. By consensus, councilmembers supported Chennault serving as the city's representative on that committee.
 - Port of Kalama will hold an Open House on November 6th from 4:00 p.m. to 6:00 p.m. at their new port office building.
 - The annual meeting of Cowlitz Economic Development Council will be held on November 19th from 5:30 p.m. to 7:30 p.m. at the Expo Center. Topic will focus on port activities.
 - Castle Rock has received national recognition from an article published by CEDC called 'In The Loop'
2. Castle Rock Civil Service Commission provided written request for a \$2000 allocation in the proposed 2015 budget. Councilmember Kessler requested an itemized breakdown of their budgetary request before any council action is taken.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Davis to approve the minutes to the September 22, 2014 regular council meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Davis to approve the minutes to the October 13, 2014 regular council meeting. By roll call vote, unanimous 'Aye'.
3. Councilmember Davis made a motion, seconded by Queen to approve the minutes to the October 18, 2014 budget workshop meeting. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. Councilmember Davis made a motion, seconded by Queen to approve Ordinance No. 2014-06, an ordinance amending the budget appropriations for the Transportation Benefit District Fund for fiscal year 2014, on second reading. . By roll call vote, unanimous 'Aye'.

NEW BUSINESS

1. Castle Rock Civil Service Commission requested a \$500 amendment to their 2014 budget appropriation to refund test fees to seven applicants. Councilmember Kessler questioned the need for \$500, since the test fees were only \$25 per applicant. Kessler stated he is aware that attorney Nicole Tideman had questioned wording within the Civil Service Rules and Procedures and recommended the test fees be reimbursed. Councilmember Kessler made a motion, seconded by Teter to approve allocation of an additional \$175 to refund test fees to seven applicants. By roll call vote, unanimous 'Aye'. Covington stated she would have an ordinance prepared for the next meeting to

reflect this motion.

2. Councilmembers reviewed a request to approve Change Order #1 to the Lakeside Industries contract for the City-Wide overlay project. City Engineer Mike Johnson explained the change order includes the following two items;

Item No. 1: changes the unit price for Planing Bituminous Pavement from \$45/square yard to \$20.50/square yard due to an increase in quantity. The contractor will be paid based on the actual quantities installed. Estimated increase for this work: \$7,617.85.

Item No. 2: Gravel driveways along Warren Street and Second Avenue will be overlaid with asphalt to tie into the new roadway. Estimated cost for this work: \$5,735.00.

Councilmember Kessler made a motion, seconded by Teter to approve Change Order #1 to Lakeside Industries contact as described. By roll call vote, unanimous 'Aye'.

3. Covington requested council approval to sign the 2015 contract renewal for the Humane Society of Cowlitz County. Mayor Helenberg requested the clerk to contact their director for information on how much the Humane Society receives in revenue from dog licenses in the city limits. Councilmembers tabled further decision on the contract until the next council meeting.

EXECUTIVE SESSION

Mayor Helenberg recessed regular session at 7:51 for a ten minute executive session to discuss a personnel issue. No council action will be taken following this session.

ADJOURNMENT

Mayor Helenberg reconvened regular session and adjourned the meeting at 8:13 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington