

- 0013 Mayor 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, Julie Bean, Ed Smith and Jeff Skeie. Councilmember Yund was absent.
- 0069 Councilmember Smith made a motion, seconded by Skeie to approve the minutes to the September 12, 2005 Regular Council meeting. By roll call vote, unanimous 'Aye.
- 0146 Councilmember Smith made a motion, seconded by Bean to approve the minutes to the September 21, 2005 Budget Workshop meeting. By roll call vote, unanimous 'Aye.
- 0192 Clerk-Treasurer Ryana Covington announced that the Washington State Grange is bringing their national Fall Conference Meeting to the Castle Rock Sunnyside Grange on October 3<sup>rd</sup> from 7 to 9 pm. to discuss local legislative issues. The public is invited to attend.
- 0265 On behalf of Mayor Larsen, Councilmember Smith read a proclamation declaring October 11<sup>th</sup> as 'Walk Across Washington Day' in Castle Rock. The Walk Across Washington event is scheduled in over 60 communities throughout Washington during the week of October 9-15, for the purpose of taking steps towards creating healthy communities.

Public Works Director David Vorse added that Governor Gregoire is challenging communities to Walk a Million Miles by keeping a record of miles walked in the month of October 2005.

- 0630 Fire Chief Eric Koreis reviewed a draft version of an Interlocal Agreement for the Fire District #6 annexation. Koreis distributed to councilmembers a summary of each section of the agreement.

Koreis recommends the following changes to this document:

1. Annexation Process

Section d. Costs

Changed to require each party to pay the cost of their own election

2. Post-Annexation Fire Service

Section b. Fire Prevention Services

This section deals with City only fire prevention services for a period of 10 years after which fire prevention services will be renegotiated between the city and District #6. This period could be made shorter or longer. Koreis reports

that a provision for fire protection of City property is not included in this agreement and should be included for an extended period of time after annexation.

- 1172 In response to a question from Councilmember Skeie, Koreis stated that he has no knowledge of a fire protection water supply agreement between the Fire District and the City. Councilmember Skeie expressed concern regarding the transfer of unused employee vacation, sick and compensatory time. Koreis confirmed that the district will accept the terms and balances of the City's employment relationship at the time of annexation. The district will be responsible to provide comparable benefits.

Councilmember Skeie requests that the Liabilities – Indemnity section pertaining to the city, be rewritten for clarification purposes:

In response to concerns expressed by Clerk-Treasurer Ryana Covington, Koreis stated that RCW 52.04 regulates fire district annexation authority to tax.

Koreis stated that the City needs to include a provision for the protection of City property for 40 to 50 years. Councilmember Skeie recommends 50 years based upon the amount of property to be exchanged.

The agreement and recommendations for amendment will be sent to City Attorney Tom O'Neill to review and redraft before discussion at the next regular council meeting.

Public Works Director David Vorse suggested that fire prevention services could be fee based after the negotiated period. The basis for that fee needs to be considered and incorporated in this agreement. Koreis explained that the City is required to provide fire investigation services within the incorporated City.

- 1954 Councilmembers discussed the proposed resolution designating NIMS as the basis for all emergency responses. Koreis stated that most federal grants and a presidential directive now require that the National Incident Management System (NIMS) be the basis for all emergency/incident response and management. He added that the issue of pooling resources effectively and community emergency preparedness will be discussed at the next Fire Chiefs meeting on October 5<sup>th</sup>. In addition, the 1980 Cowlitz County Emergency Plan needs to be updated.

Koreis stated that all emergency radio communication must be consistent with NIMS. Police Chief Bob Heuer reports that a Homeland Security directive requires emergency agencies communicate using plain language text, the same as NIMS requirements. Heuer announced that the Federal Homeland Security Agency will be replacing all police radios and the Fire District will receive seven radios. All radios must be programmed to the national and regional interoperable

frequencies. The interoperable frequencies will link Cowlitz and Clark Counties and the Portland area.

- 2268 Councilmember Bean made a motion, seconded by Smith to approve Resolution 2005-13 formally designating the National Incident Management System as the basis for all emergency/incident response and management in the City of Castle Rock, on second reading. By roll call vote, unanimous 'Aye'.
- 2435 Heuer states that the Annual Domestic Violence Candlelight Vigil will be held on October 5<sup>th</sup> at the Exposition Center in Longview. Heuer will be the keynote speaker at that event.

#### Side B

- 2447 Mayor Larsen reminded councilmembers and Chief Heuer that the Budget Workshop Meeting scheduled for Wednesday September 28<sup>th</sup> will include discussion regarding the Police Department 2006 requests.
- 2530 Public Works Director David Vorse reports that he met with City Engineer Mike Johnson and City Planner Erin Erdman regarding the need to update the Engineering Standards and Development Code Subdivision Ordinance due to interest from potential developers. The estimated planning costs to update the subdivision ordinance should be available in the 2005 planning budget. The estimated engineering cost for the subdivision ordinance update is \$2500.
- 2697 Councilmember Bean made a motion, seconded by Smith to approve \$2500 for engineering costs to update the subdivision ordinance. By roll call vote, unanimous 'Aye'.
- 2762 Vorse states that Waste Control contacted him to discuss the need to relocate the recycling bins. Vorse requests that two councilmembers assist in researching a site to relocate the recycling center. Councilmembers Marcil and Skeie will bring recycling site recommendations to the next regular council meeting.
- 3095 Vorse requests approval to submit an application for a Washington State Department of Transportation (WSDOT) Pedestrian and Bicycle Safety grant to begin the process of installing a pedestrian bridge over the Cowlitz River. The request, in the amount of \$75,000 for Cowlitz River Pedestrian and Bicycle Bridge Phase I is to establish a location, type and size of bridge needed. This project has received the support of WSDOT, Cowlitz County and the Castle Rock School District. Phase II of this project would be the design and permitting. WSDOT personnel have determined that the PH10 Bridge could not support an adequate sidewalk; therefore it would have to be on a separate structure.

4230 Councilmember Bean made a motion, seconded by Smith to authorize the submittal of a grant request for the Cowlitz River Pedestrian and Bicycle Bridge Phase I. By roll call vote, unanimous 'Aye'.

4280 Vorse reminded councilmembers to preregister for the Walk Across Washington event scheduled for 6:00 p.m. on October 11<sup>th</sup>. The walk will begin at Lions Pride Park and follow the Riverfront Trail, looping through the business district and back to the Riverfront Trail near 'The Rock'. Following the walk, gift bags and prizes will be given and Subway Restaurant will provide 90 sandwiches to participants. This event is a healthy lifestyle challenge.

A walk leader and a city official to read the proclamation is needed at this event. Councilmember Bean will read the proclamation. Councilmember Skeie or Smith will carry out the duties of the walk leader.

4643 Covington advised that Mrs. Marlow, 507 Allen Avenue SE, stated her husband placed a utility payment into the outside drop box, however the city never received the payment. Covington outlined city staff's efforts to eliminate the possibility of any error on the city side and Mrs. Marlow stated her check has not cleared her bank. Mrs. Marlow is requesting that the city pay \$30 in bank charges associated with placing a stop payment on her check. In answer to Councilmember Smith's question, Covington stated the city has never lost a payment that was put into the drop box.

Councilmember Skeie stated he would be more inclined to offer reimbursements if it is later discovered that the city had endorsed the check, however he does not feel this is the city's liability. Covington stated she has also offered to eliminate any penalty charges associated with any late payments, if the customer replaces the lost check in a timely manner.

4764 Covington described the development of a committee called the CARE Coalition, which formed as a result of the city's Community Action Plan, to create a healthier drug free community and to encourage closer family units.

Covington announced that the CARE Coalition has just been awarded a federal Drug Free Community Grant in the amount of \$100,000 per year for a period of five years, to create coalitions between support agencies to reduce drug use.

In addition, Covington and representatives from the school and coalition, will be going to Olympia on Tuesday to pursue another grant. Results of a survey of 8<sup>th</sup> grade students throughout the State outlining their use of alcohol qualified Castle Rock for this second grant, which must be used in conjunction with the Drug Free Community Grant. If the CARE Coalition is successful, the second grant will provide an additional \$135,000/year over a five year period. Castle Rock School District has offered to serve as the CARE Coalition's fiscal agent. The coalition

is currently pursuing non-profit status as a 501c(3) corporation.

- 4935 Covington requested direction regarding scheduling of budget workshop meetings. She stated that earlier councilmembers requested workshop dates be scheduled to allow Councilmember Yund to attend.

Councilmembers agreed to schedule budget workshop meetings on the following dates: October 3<sup>rd</sup> at 7:30 p.m., and October 5<sup>th</sup>, 6<sup>th</sup> and 12<sup>th</sup> at 7:00 p.m. All meetings will be held in the Senior Center.

- 5189 Covington summarized activities planned by various organizations to be held on October 1<sup>st</sup>. She stated the Chamber of Commerce is requesting council permission to close First Avenue SW, from Cowlitz Street to 'A' Street SW on October 1<sup>st</sup>, 9am – 2pm for the second annual Fall Festival. In answer to council's questions, Covington verified that the Chamber of Commerce does have business support for this event and that the Chamber does have liability insurance.
- 5211 Councilmember Smith made a motion, seconded by Marcil to approve the request made by the Chamber of Commerce to close First Avenue SW on October 1<sup>st</sup> for the Fall Festival. By roll call vote, unanimous 'Aye'.
- 5277 Librarian Vicki Selander announced that she finally got the contract back from the State for completion of the automation at the library. This upgrade will not require any financial obligations from the city.

5306 Council Report Of Meetings:

Councilmember Smith was unable to attend the Mosquito Board meeting due to a conflict with the city's budget workshop meeting. However, he did forward concerns expressed at the last council meeting to the Mosquito District's manager. Councilmember Smith made suggestions to the district to eliminate any possible future misunderstandings with residents.

Covington attended the Regional Information Forum. At that meeting, Castle Rock's revitalization efforts and the city council was praised by agencies for their recent programs and projects to better the livability within our community.

Mayor Larsen announced that the Cowlitz County Health Department will provide free flu shots to all school children. In addition, Dave Vorse will be attending a 'Cowlitz Together On The Move' meeting on October 11<sup>th</sup> at the Health Department. Vorse stated this group has been meeting monthly to develop community healthy lifestyles.

- 5590 Councilmember Skeie made a motion, seconded by Bean to adopt Resolution No. 2005-14, a resolution amending Resolution No. 2004-11 (in part) to allow for sewer charges to be prorated for customers on extended leaves, on first reading.

Discussion: Covington stated a large number of customers annually leave the area during winter months. Upon return, they are billed for an entire month of sewer service, even though they may not have been in the area. This resolution stipulates conditions which would qualify such customers for sewer service billings to be prorated, upon their return, for partial month of service. In answer to Councilmember Skeie's question, Covington stated the value established for daily sewer service would be adjusted, if sewer rates increase. Covington also stated that these absent customers are still billed for stormwater service charges.

Vote on the motion: Unanimous 'Aye'.

5731 Mayor Larsen called for a ten-minute executive session at 9:00 p.m. to discuss personnel. No council action will follow.

5735 Mayor Larsen reconvened regular session and adjourned the meeting at 9:08 p.m.

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Mayor Barbara Larsen

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Clerk-Treasurer