

0005 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, Julie Bean, and Jeff Skeie. Councilmembers Khembar Yund and Ed Smith were absent.

0073 Councilmember Skeie made a motion, seconded by Bean to approve the minutes of the September 10, 2007 Regular Council meeting. By roll call vote, unanimous Aye.

0101 City Attorney Tom O'Neill reports that at the end of August \$34,500 has been expended from the Board of Prisoners allocation within the Municipal Court Department fund. He stated that \$32,000 was originally budgeted for this expense, however an \$18,000 amendment was recently approved by council. At this time \$16,000 remains for payment of jail incarceration costs for the duration of 2007.

In response to a question from Mayor Larsen, O'Neill indicates that the Police Department must verify that jail costs are the responsibility of the City. In many instances a suspect will have multiple charges, some from other jurisdictions. When this occurs the arresting agency is not responsible for the jail expense incurred due to charges from another jurisdiction.

0255 O'Neill stated that the Planning Commission held a special meeting last week to discuss ABT Development's Final Plat Application for Lois Dye Subdivision. At that meeting, the developer Vic Verhasselt, granted a one year extension for the City to review this application before determination. The Planning Commission provided Mr. Verhasselt with a list of conditions that must be met for final plat approval.

0334 Public Works Director David Vorse requests that final acceptance of the Front Avenue Sidewalk Project be tabled until the next Regular Council Meeting.

0350 Vorse reports that he is working with the city attorney to once again enter into a contract with Lower Columbia College (LCC) to establish the Public Works Department as a training site. The previous contract has expired. LCC currently has a student interested in earning Wastewater Treatment Plant certification. This student has experience in industrial wastewater treatment. An amendment to Section IV, Item D of this contract will stipulate that the student will be a non-employed volunteer and specify that the Castle Rock Public Works Department is strictly a training site. In addition to wastewater treatment and educational responsibilities, the student will be required to assist Public Works maintenance personnel as needed.

City Attorney Tom O'Neill requests that approval of this contract be conditional upon the stipulation that all documents related to this issue ensure that the student is a volunteer, not an employee, and that LCC agrees to include dispute resolution language.

- 0641 Councilmember Bean made a motion, seconded by Marcil to approve the LCC contract to establish the Castle Rock Public Works Department as a training site with the condition that all documents related to this program stipulate that the student is a volunteer, not an employee, and that LCC agrees to include the dispute resolution language requested by the City. By roll call vote, unanimous Aye.
- 0738 Vorse requests approval to purchase a used 2000 Bobcat Skid Steer from United Rentals, instead of a loader, as budgeted from the Public Works Vehicle Replacement Fund. The price of Skid Steer has been reduced to \$18,000. Vorse explained that the skidder would enable them to spread and incorporate biosolids more efficiently, which would reduce the odor problem when moving biosolids after storage.

Mike Mask, 133 C Street SE, advised that a local timber company has a used Caterpillar Loader for sale.

Vorse detailed the versatility of the skidder equipment and the difficulties encountered while using the backhoe to move biosolids. Councilmember Marcil advised of the numerous attachments that are available to increase the versatility of this equipment.

Vorse provided cost comparisons of other used 2000 Bobcat Skid Steer. The costs range from \$18,500 to \$22,900. United Rental will also provide United Guard coverage, with the purchase of this Bobcat. United Guard provides coverage for the cost of labor, replacement parts, transportation and outside services in the event that the equipment fails due to a manufacturer's defect. It also covers components that are not designed to be replaced during the life of the equipment.

Mr. Mask explained the need for proper training on the equipment. Councilmember Marcil pointed out that this is a model with tracks which has better stability than a model with tires. In addition, tires become easily buried in the dredge spoils which would not work well for the intended purpose.

In response to a question from Mike Mask, Vorse stated a new Bobcat would cost from \$40,000 to \$50,000.

Councilmember Marcil remarked that this is not the best loader device available. Vorse specified that the ability to grade and level is needed more urgently than the

loading feature. Councilmember Marcil noted that the rubber tracks will allow this equipment to run on the streets without damage.

In response to a question from Councilmember Skeie, Vorse indicated that he cannot guarantee that a loader will not be needed in the future. However, the Bobcat has a loader feature and is small enough to be transported on the trailer currently used by the Public Works Department.

In response to a question from Councilmember Marcil, Clerk-Treasurer Ryana Covington reports that a resolution is needed to waive bidding requirements for the purchase of this equipment, due to special market conditions.

In response to a question from Councilmember Skeie, Vorse stated that \$15,000 was budgeted for a one ton dump truck and \$15,000 was budgeted for a loader. Earlier this year, the one ton dump truck was purchased for \$11,000. Covington reports that \$36,766 remains in the Public Works Vehicle Replacement Fund at this time.

Councilmember Marcil felt this is a fair price for a Bobcat with low usage hours and rubber tracks. It would cost approximately \$1500 to replace the rubber tracks, when needed.

- 1600 Councilmember Marcil made a motion, seconded by Skeie to approve Resolution 2007-06 authorizing the waiving of bidding requirements for the purchase of equipment due to special market conditions in accordance with RCW 39.04.280 (1)(b).

Discussion: Councilmember Skeie indicated there was a significant odor problem while moving the biosolids. Anything that can be done to decrease that odor problem would be beneficial. Councilmember Marcil noted that this equipment could also be used for other purposes.

Vote on motion: By roll call vote, unanimous Aye.

- 1777 Clerk-Treasurer Ryana Covington reports that the City was awarded a Community Trade and Economic Development (CTED) Growth Management Service Grant (GMSG) in the amount of \$8,750 for development of regulations and the revision of the zoning map to comply with the Castle Rock Comprehensive Plan. A second grant application in the amount of \$75,000 was submitted to update the Critical Areas Map and associated ordinances.
- 1799 Covington reviewed the monthly budget Fund Summary Report. The DOT Spoil is currently overspent, however funding reimbursement from the boat launch grant and a payment from Cowlitz County for the aquatic survey will be forthcoming.

- 1829 Covington reports that the Washington State Auditor has been performing the required annual audit. Councilmember Ed Smith attended the Entrance Audit. The audit should be completed by the end of this week.
- 1857 Report of Meetings
Mayor Larsen attended a CAP meeting last Wednesday and will attend a Health Board Meeting next Thursday.
- 1884 Covington introduced Ordinance 2007-06, which will create a capital project fund to assist in tracking Real Estate Excise Tax revenues and expenditures. These funds are currently receipted into the General Fund.
- 1949 Councilmember Skeie made a motion, seconded by Bean to approve Ordinance 2007-06 establishing a Capital Project Fund in accordance with RCW 82.46.010, tax on sale of real property proceeds, on first reading. By roll call vote, unanimous Aye.
- 1959 Covington introduced an ordinance amending the existing Drug Fund to allow for a Drug Enforcement Fund to provide for the receipt and disbursement of resources specifically to combat the use of controlled substances.
- 2019 Councilmember Bean made a motion, seconded by Skeie to approve Ordinance 2007-07 establishing a Drug Enforcement Fund for the City of Castle Rock and replacing Ordinance 97-08, on first reading. By roll call vote unanimous Aye.
- 2086 Covington reports that the Association of Washington Cities (AWC) Risk Management Specialist Fred Crumley, met with supervisors to review the annual Loss Control Report Card. Castle Rock received an A grade with zero deductible required. The city would have received a perfect rating, however currently city employees do not receive an annual job performance evaluation, as recommended by the insurance pool. Mr. O'Neill stated he has continued to work to complete an update to the employee manual and supervisory manual. Completion of these will include an employee evaluation form.
- 2245 There being no further business Mayor Barbara Larsen adjourned the meeting at 8:10 p.m.

Mayor Barbara Larsen

Clerk-Treasurer