

Castle Rock City Council
Regular Meeting
October 10, 2011

CALL TO ORDER

Mayor Paul Helenberg called the meeting of the Castle Rock City Council to order at 7:31 p.m. followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Glenn Pingree, Earl Queen, Jack Reilly and Ellen Rose.

PUBLIC HEARING

Mayor Helenberg adjourned regular session at 7:32 p.m. to take public testimony regarding the creation of a new accounting fund entitled, Stormwater Capital Improvement Fund, including revenue and expenditure appropriations for the current fiscal year. Public Works Director David Vorse explained the purpose of this fund is to provide a capital reserve for projects associated with the stormwater system, such as: levee certification processes, development of the stormwater system comprehensive plan, stormwater pump replacement, stormwater projects or emergencies. There being no public comment, Mayor Helenberg closed the Public Hearing and resumed regular session at 7:35 p.m.

PRESENTATION

CARE Coalition Coordinator and Castle Rock School District Intervention Specialist Dianne Swanson presented the Department of Social and Health Services Division of Behavioral Health and Recovery Exemplary Collaboration Award to the Castle Rock Police Department. Swanson specified that the CARE Coalition nominated the Police Department for their outstanding commitment and leadership in reducing substance abuse in the community. The Castle Rock Police Department has been instrumental in the implementation of the following programs:

- Prescription Drug Drop-off;
- Sponsored a Town Hall Meeting on Prescription Drug Abuse;
- Encouraged the Liquor Control Board to join with the CARE Coalition;
- Development of an Underage Drinking Task Force;
- National Night Out;
- Back to School Night and
- Social Norms Campaign. This program corrects the misperception that the majority of youth participate in underage drinking. Swanson displayed campaign posters designed by Officer McNew.

Police Chief Bob Heuer clarified that the department took a proactive, team approach to reducing substance abuse within the community which included not only the officers, but also the police reserves and cadets. Mayor Helenberg thanked the Police Department for a job well done and welcomed new Explorers Chris Koehler and Janelle Carnahan. Councilmember Reilly thanked Chief Heuer for his leadership and vision.

DEPARTMENT REPORTS

Police Chief Bob Heuer

- Heuer requests council consider posting the south side of the first block of A Street SW, adjacent to Fibre Federal Credit Union, as a two hour parking zone to eliminate vehicles with “For Sale” signs. Councilmember Pingree noted that NAPA employee’s also park in that area to allow increased customer parking at NAPA Auto. Councilmember Queen added that Eagle’s members use this area on the weekends and during the evening.

Councilmember Reilly made a motion, seconded by Teter to post the south side of the first block of A Street SW, adjacent to Fibre Federal Credit Union, as a two hour parking zone.

Discussion: In response to a question from Councilmember Pingree, Heuer stated that Fibre Federal Credit Union requests this restriction.

Vote: By roll call vote, Councilmember Pingree Nay, the rest Aye, motion passed.

- Councilmember Reilly noted the abundance of yard sale signs posted on the south side of the A Street SW/Huntington Avenue South intersection. These yard sale signs accumulate and are not removed when the sale is over. City Attorney Frank Randolph clarified that yard sales are exempt from tax and business license requirements. Chief Heuer specified that although it is illegal to post signs on utility poles, it is difficult to enforce. Public Works Director David Vorse pointed out that in the past, the crew would remove yard sale signs and stopped this when his employees were threatened. In response to a question from Councilmember Reilly, Vorse stated that the threat incident occurred prior to Chief Heuer’s employment. Councilmember Reilly does not like the appearance that these old signs present.

Public Works Director David Vorse

Vorse reports that Washington State Department of Transportation funding for the Safe Routes to School Project has been obligated. Gray & Osborne should complete the preliminary design by the beginning of the year with the project construction ready by next June. This is a partnership grant with an engineering component, an education component to be fulfilled by the Castle Rock School District and an enforcement component to be fulfilled by the Police Department.

City Engineer Mike Johnson

- Johnson reports that the city received two Transportation Improvement Board grants for the reconstruction of Front Avenue NW:

1. A Street to Shintaffer Street NW for \$512,000, requiring a \$57,000 match. This includes road reconstruction, decorative street lights, sidewalks and crosswalks matching Cowlitz Street West improvements.
2. Shintaffer Street NW to Huntington Avenue North for \$351,000, requiring a \$39,000 match. This includes road patch and overlay, decorative street lights and new sidewalks on the west side. A redesign of the visibility-challenged northbound intersection at Huntington Avenue North will also be considered.

The target schedule is:

- Complete 50% design by end of November 2011
- Complete 90% design by mid-January 2012
- Advertise by the end of February 2012
- Construction April to August 2012

Johnson noted that the bulbouts at Shintaffer Street NW are relatively new and will not be replaced. Councilmember Pingree suggests extending the textured sidewalk up to Jackson Street NW.

- Johnson recommends water and sewer main replacement prior to Front Avenue NW Reconstruction at an estimated cost of \$485,000. A Public Works Trust Fund Application was submitted last July to seek funding for this project. The Public Works Board has recommended that the city receive a loan to complete that work. The loan amount would be \$460,000 loan and require a 5% match. Interest rates vary from a 1.5% to 2% rate, depending on whether the project is completed within three years from the award. Johnson estimated the loan repayment to be \$31,000 - \$33,000 annually. The potential rate impact to utility customers would be an additional \$2.50 to \$3/month to repay this loan. The city will need to wait for legislative approval of the funding before the loan is available; which would be July 2012. Johnson noted that the city could begin to incur costs after October 1st of this year, and if the loan is approved, the city would be able to receive reimbursement for those costs. However legislative approval is not guaranteed and the city will be taking a risk if they choose to move forward on this project prior to July 2012. The city will also be applying for a grant from Cowlitz Rural Development Fund for this project. Those grants are normally applied for in March.

Teter questioned the condition of the existing mains. Johnson stated television inspection has been completed on the sewer mains. The section between Shintaffer Street and A Street is in very bad condition, with broken and cracked sections the clay pipe. This sewer line was originally installed in 1950 and the water main installed in 1972. Vorse stated it is important that water and sewer design work be completed now, so the project can begin when funding is available. Otherwise it will be next fall before construction can begin. Councilmember Reilly voiced concern over imposing any rate increase on customers. Councilmember Teter noted it would be pointless to reconstruct Front Avenue if the utilities are not replaced. Councilmember Reilly suggested that staff

work to keep the public informed of the need. He asked Johnson and Vorse to provide a summary for posting on the city's website.

- Cowlitz Street West Reconstruction Project: Johnson reported that weather has delayed the project. The contractor hopes to pour sidewalks on Wednesday or Thursday on First Avenue and then pour the street. Street lights are scheduled to arrive by October 17th. Councilmembers Reilly and Pingree asked the engineer to look at a possible trip hazard within the construction site.

Clerk-Treasurer Ryana Covington

- Covington reported that the city has sold 1,423 daily parking passes at the Boat Launch facility and an additional 63 annual passes; cumulative year to date totals for parking passes is \$11,021. In addition, the city issued 20 exempt annual passes to qualified veterans.
- Councilmembers verified that the city will be requiring disabled veterans to show proof of 60% or greater disability to qualify for an exempt annual parking pass at the Boat Launch.

Exhibit Hall Director Karen Johnson

October 21st and 22nd, the Exhibit Hall will host their annual All Holiday Bazaar and bake sale.

At the next council meeting, an update on the Festival of Lights Event will be provided by chairperson Stephanie Misner and Karen Johnson.

Student Representative Genevieve Grant

Conducted a poll at the High School relating to medical marijuana gardens in Castle Rock. She stated approximately 68% of the class have heard about the issue. However, students advised that this is not a daily concern for them. Students stated they have known people who are/or have used marijuana in some capacity, but the majority of them have chosen not to use. Grant felt that studies conducted in the schools appear to be accurate in summarizing that the majority of students are not using/abusing substances. She credits the work done by Castle Rock School District Intervention Specialist Dianne Swanson and the Castle Rock Police Department with having a positive impact in helping students to make the right choices.

Grant asked students if a medical marijuana facility is opened, where would be the proper location. Students suggested the facility be sited within an existing facility to contain business and provide safeguards. Students also stated if such a business is opened, the city should be able to tax the use to pay for impacts to the community.

Students also noted that they do not support being used as an example, without being able to provide their own testimony or input on the issue; they would like to have the opportunity to speak for themselves.

Councilmember Reilly commended the students for working to change values within our community.

Side B

Librarian Vicki Selander

Announced new library hours. The library will be open Monday-Thursday Noon to 6:00 p.m. and Saturday from noon to 4:00 p.m. beginning October 17th.

Business From The Floor

Jeff Lockwood, Maple Street resident, described how the Cedar Street water main project has impacted his property. He asked if the end of Maple Street could be paved and if public works could flatten and fix the trenched area. Public Works Director Vorse stated council has approved a bid from Lakeside to pave. They are just waiting for weather conditions to improve. Lockwood questioned if adequate compaction was done on the trench, noting that the garbage truck had to drive on the filled area and nearly got stuck.

COUNCIL AND AD HOC COMMITTEE REPORTS

Mayor Paul Helenberg

Attended the Metropolitan Park District meeting with Vorse. Alternatives for funding and workforce are being evaluated.

Councilmembers

Last weekend Councilmember Queen attended the open house hosted by Fire District #6. The event included a breakfast, Smokey The Bear, Life Flight helicopter and distribution of bike helmets. Councilmember Teter hopes that next year the event will be better advertised.

Mayor Helenberg noted that Councilmember Reilly is expecting to be gone on vacation for the next three months. The mayor stated that RCW 35A.12.050 and RCW 35A.12.060 outlines council vacancies due to absences. Unless the council approves Councilmember Reilly's absence, his position would be considered vacant once three consecutive regular meetings are missed. The mayor expressed concern that Reilly's absence may adversely affect the council's ability to conduct required duties due to lack of a quorum. Helenberg complimented Councilmember Reilly for his service as councilmember. Reilly stated he understood the city's position and would resign.

Community Economic Development Representative, Nancy Chennault

Via correspondence: provided training information entitled; 'Bridging the Generation Gap At Work' which will be presented by Lower Columbia College on October 20th.

CONSENT AGENDA

Councilmember Pingree made a motion, seconded by Queen to approve the minutes of the September 26, 2011 Regular Council Meeting. By roll call vote, unanimous Aye.

Councilmember Teter made a motion, seconded by Reilly to approve payment of September invoices in the amount of \$1,254,245.82 as described on the Fund Transaction Summary, including adjustment numbers 181-183, check numbers 41615-41635 (US Bank drafts) and check numbers 41800-41883 (Heritage Bank drafts) from general expenses and payroll check numbers 22055-22636 and EFT payroll#9/30/20111 and 9/30/20112 (payroll tax payments). Councilmember Teter reviewed all invoices prior to this meeting. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

Councilmember Pingree made a motion, seconded by Queen to approve Ordinance No. 2011-11, an ordinance amending appropriations in various funds, on second reading. By roll call vote, unanimous 'Aye'.

NEW BUSINESS

Councilmembers reviewed consideration to amend the planning contract with Cowlitz-Wahkiakum Council of Governments an additional \$9,000. Mayor Helenberg stated most of the increase in planning costs were associated with the issues pertaining to marijuana collective garden issues. This amendment would increase the total contract to \$40,000 for the year. Councilmember Reilly made a motion, seconded by Pingree to approve the amendment as stated. By roll call vote, unanimous 'Aye'.

Councilmember Teter made a motion, seconded by Pingree to approve the engineering service proposal submitted by Gray and Osborne Inc, in the amount of \$38,800 for design of the Front Street water and sewer main replacement design.

Discussion of above motion: Councilmember Pingree questioned if the city could afford to wait until 2013 for this project, to allow the city to secure additional funding. He feels it is important to replace the utility mains when Front Avenue is redone. Councilmember Reilly felt the proposed rate impact of \$2.50-\$3.00 per month for utility customers is relatively small, and the impact would be greater if a failure to the system would occur. Mayor Helenberg suggested council could approve the funding for the engineering services, and if the city did not receive funding for the main replacement, the city could delete other utility projects proposed for 2012. The mayor stated that \$40,000 is proposed to be set aside in 2012 for a water main project.

Vote on the motion: unanimous 'Aye'.

Councilmember Reilly made a motion, seconded by Pingree to approve Ordinance No. 2011-12, an ordinance establishing a Stormwater Capital Reserve Fund, with a budget of \$30,000, on first reading. By roll call vote, unanimous 'Aye'.

Mayor Helenberg adjourned regular session at 8:33 p.m. for a twenty minute Executive Session to discuss a personnel issue, with no action anticipated.

Mayor Helenberg reconvened regular session at 9:02 p.m. There being no further business, the meeting was adjourned.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington