

Regular Council Meeting

May 29, 2007

Per Mayor Barbara Larsen, meeting cancelled due to lack of a quorum. The next city council meeting will be June 11, 2007.

Mayor Barbara Larsen

Clerk-Treasurer

Regular Council Meeting
Tape 1 of 2

June 11, 2007
Side A

- 0011 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 Khembar Yund was absent.
- 0031 Mayor Larsen adjourned Regular Session at 7:35 p.m. to convene a ten-minute Executive Session to discuss litigation and personnel relating to the proposed clerical bargaining contract.
- Councilmember Julie Bean arrived at 7:37 p.m.
- 0122 Mayor Larsen reconvened Regular Session at 7:45 p.m.
- 0136 Councilmember Smith made a motion, seconded by Skeie to re-ratify the agreement that was presented to the councilmembers and approved on March 12, 2007 for Clerical workers. By roll call vote, unanimous 'Aye'.
- 0214 Councilmember Smith made a motion, seconded by Marcil to approve the Memorandum Of Understanding between the City of Castle Rock and Teamsters Local #58 for clerical workers as negotiated last Wednesday. This is in resolution to resolve the labor dispute between the parties, paying each members a one time payment of \$500. By roll call vote, unanimous 'Aye'.
- 0322 Councilmember Bean made a motion, seconded by Smith to approve payment of May expenditures in the amount of \$393,465.71 as described on the Summary of Claims and further described as check numbers 36227 through 36316 for general expenditures and check numbers 19551 through 19592 for payroll expenditures. By roll call vote, unanimous 'Aye'.
- 0349 Councilmember Smith requested that the issue regarding consideration to adjust the mayor and councilmember's compensation be tabled until the next meeting.

- 0412 Councilmember Smith left the meeting at 8:01 p.m. due to a conflict in his work schedule.
- 0435 Councilmember Marcil made a motion, seconded by Bean to approve the minutes to the May 14, 2007 Regular Council meeting. Councilmember Skeie abstained; the remaining voted 'Aye', motion carried.
- 0502 Mayor Larsen noted that the May 29th city council meeting was cancelled due to lack of a quorum.
- 0519 Dr. Richard Wilde, Superintendent of Castle Rock School District, provided a powerpoint presentation outlining school funding sources, staffing, changes in administrative levels, projects, debt capacity, student programs, facilities, and the Vader School District implications.

Dr. Wilde stated the school district goals are: 1) improve on-time graduation rate; 2) complete the facility study by early 2008; 3) set goal of 7.5% annual expenditures by each year end; and improve kindergarten through 9th grade academics.

Gayle Baker, Board Chair was also present to answer questions.

Mayor Larsen thanked Dr. Wilde and Mrs. Baker for the presentation and asked that this be an annual report to the city council.

- 0948 Aimee Paxton, , Chief Deputy for Cowlitz County Auditor's office, requested council permission to place a permanent ballot box on city right-of-way. Two locations were suggested: corner of Cowlitz/1st Avenue and the corner of Cowlitz/Front Avenue (near NAPA). These locations would allow motorists to drive up to the curb and drop in their ballots. Ms Paxton showed a picture of the ballot box and stated they would be open 20 days prior to elections and they would be emptied daily. The Auditor's Office would like to install these boxes before the primary election in August.

In answer to Mayor Larsen's question, the Auditor would be responsible for any maintenance of the boxes.

Public Works Director Vorse stated he has reviewed both of these locations and he outlined advantages of each location. A right-of-way permit would be required from the city. In addition, Cowlitz County would be responsible for maintaining this section of the sidewalk. Ms. Paxton stated that she has discussed this project with the County Maintenance Facility Director and they have agreed to all maintenance terms. The county will draft up an agreement outlining these issues.

1706 Councilmember Marcil made a motion, seconded by Skeie to authorize placement of the election ballot box at the corner of 1st/Cowlitz Street, in front of Hattie's Restaurant.

Discussion: In answer to Mayor Larsen's question, Paxton stated the county would relocate the ballot box if it does not work in that location or if it creates traffic problems. City Attorney O'Neill recommended this be included in the agreement.

Councilmember Skeie noted that the Napa location would be less intrusive, however the location being considered in the above motion, would be more accessible. In answer to Councilmember Skeie's question, Paxton stated any issues with vandalism would be taken care of by the County. Paxton was not aware of any vandalism or ballot tampering problems with similar boxes located in other communities.

Side B

1951 In answer to Councilmember Bean's question, Paxton stated that location of the ballot boxes would be provided with the voter ballot. The Auditor's office is also working with Longview, Kalama, and Woodland. When these boxes are installed, voters can put their ballots in any of the boxes located throughout the county.

Councilmember Skeie emphasized that it is important that the agreement include the provision that the Auditor's Office agrees to move the ballot box if it becomes a traffic hazard or if the city reconfigures the street flow.

2207 Vote on the above motion: Unanimous 'Aye'.

2233 Chief Bob Heuer introduced Arik Coleman, the department's newest reserve officer. Mr. Coleman is a former Utah State Trooper and he has an interest in volunteering. Chief Heuer stated he was able to send Mr. Coleman to the Washington State Criminal Justice Academy for certification. Chief Heuer administered the oath of office for police officer to Mr. Coleman.

2510 Chief Heuer advised that the 1995 patrol vehicle has been decommissioned. The vehicle has approximately 125,000 miles and the Chief proposes that the city retain the vehicle for employee use. He will discuss maintenance cost issues with the other department supervisors.

2755 Chief Heuer provided a brief report on a SWAT Team incident within the city. Heuer stated there is a protocol for the use of the SWAT Team and for the use of deadly force. Because the incident resulted in the use of deadly force, an independent investigation is being conducted by Clark County.

Michael Mask, Castle Rock resident questioned why spectators were allowed to be so close to the incident. Chief Heuer stated when the SWAT Team arrives, they control the inner perimeter of the scene and the Sheriff's Office controls the outer perimeter. The officers at the scene felt that containment was appropriate.

Mr. Mask also asked that future protocol include notification of households located in the immediate area. He stated they live three houses from the scene and they were not notified of the situation. Chief Heuer stated he will mention this in their debriefing meeting.

Jack Reilly, Roake Avenue SE, commented that he also lives in the immediate area of the SWAT incident and he commended the officers on how quickly the scene was secured.

- 3607 Mike Johnson, City Engineer, requested consideration of their proposal to prepare a bid packet for the Cowlitz Parking Lot Improvement project. The cost to provide this service is \$2,000.

Public Works Director Dave Vorse stated the city's budget was based on city personnel completing this project. Due to recent personnel shortages, it has become apparent that the project will need to be completed by an outside contractor. Vorse noted that he can use his Small Works Roster, however the engineering proposal will need to include more finite detail to allow contractors to submit their proposals. Councilmember Skeie voiced concern that this would increase the project cost. Vorse stated that \$15,000 is available for construction.

In answer to Councilmember Skeie's question, Mr. Johnson explained what detail is required in a bid packet. Councilmember Bean expressed concern over the timing for soliciting bids.

- 4553 Councilmember Skeie made a motion, seconded by Marcil to increase the engineering scope of work to include preparation of plans and bid specs for the Cowlitz Parking lot improvement project, with engineering services not to exceed \$2,000. By roll call vote, Councilmember Bean voted 'Nay' and Councilmembers Skeie and Marcil voted 'Aye'. Motion carried.

- 4632 Mr. Johnson provided a summary report on the Sewer Trunk Line Replacement Project. They are currently working on the punch list.

- 4757 Councilmembers discussed the proposal to amend the Interlocal Agreement between Cowlitz County and the City of Castle Rock regarding distribution of Rural County Public Facilities Funds for reconstruction of streets, sidewalks, stormwater and sewer facilities for Cowlitz Street West. Vorse stated the initial proposal included \$200,000 grant funding and a \$50,000 loan, at a rate of 1%, with final payment due no later than January 31, 2018. These funds were initially awarded by the Cowlitz County Commissioners in 2006, however the city

did not sign the agreement at that time because they were waiting for results from other funding agencies. The county has now amended the proposal requiring the funds to be spent by December 31, 2008.

The entire proposed reconstruction project is estimated to cost \$2 million dollars. Vorse stated the city currently has close to \$900,000 from various funding sources that the city can use for the project, which includes these Rural County Public Facilities funds.

Vorse stated once city council accepts the Rural Development Funds, the city will be on a time scale to complete the project. City Council will need to decide to either: 1) cut back on the project, 2) secure other funding sources or 3) decline the Rural Development Funds from the county.

In answer to Mayor Larsen's question, Vorse stated that the county has approved extensions to the completion date, for projects that are progressing, however he is not certain if there are limits to those extensions.

In answer to Councilmember Marcil's question, Vorse stated the city would apply for the Transportation Improvement Board (TIB) Small Cities Account in the amount of \$500,000. The city has already tapped into the Safety-LU Funds in the amount of \$450,000. In addition, TIB will match another 13% of the unfunded project. Other options include obtaining a bond for the project.

Councilmembers discussed various options for reducing the project costs, including eliminating the stamped sidewalk design and concrete streets. Vorse recommended that the city apply for TIB funds and if the application is not successful, then re-evaluate the project scope to bring within the funding that is available. Councilmembers agreed that this project needs to proceed.

5946 Duncan Wallace, contractor, asked if the remodeling project will still maintain an 8' wide sidewalk in the business district. Mr. Johnson stated this would remain in the scope of the project to encourage pedestrian traffic flow. Mr. Steve Goforth, NAPA Auto Parts, endorsed the project and encouraged councilmembers to move forward with it. He asked that if the project needs to be pared down, that councilmembers still consider including installation of underground utilities and improved sidewalks.

6200 Councilmember Skeie made a motion, seconded by Bean to accept the Rural County Public Facilities Funds, consisting of \$200,000 grant and \$50,000 loan at 1% interest from Cowlitz County.

Discussion: In answer to Councilmember Skeie's question, Vorse stated that most of the existing overhead utilities include only cable and telephone, which are less intrusive to relocate. In addition, Vorse stated that most franchise agreements require the utility to relocate their own lines.

Vote on the above motion: by roll call vote, unanimous 'Aye'.

6446 Vorse asked consideration of a Drinking Water State Revolving Fund Municipal Loan Agreement in the amount of \$1,812,950 for improvements to the Water Treatment Plant. Terms of the loan are 20 years, and interest rate of 1% per annum. Vorse stated the first payment will be due in 2008, which is interest only.

Vorse stated he also submitted an application to Cowlitz County for Rural County Public Facilities Funds in the amount of \$180,000 (grant) and \$20,000 (loan), for this project.

Johnson explained that the existing Water Treatment Plant is having problems treating water from the Cowlitz River, which requires the city to use auxiliary wells. The second issue affecting residential water pressure is a result of lack of capacity in the clearwell to backwash the filters, without having to draw from the system. In answer to Councilmember Marcil's comment, Vorse stated that this loan does not include mitigating issues for Powell Road residents. Johnson added one problem affecting Powell Road residents will be remedied by adding improvements to the clearwell capacity. This will relieve the need to draw water from the city reservoir. Vorse outlined the projected capacity for the proposed improvements.

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Side A

0007 Johnson stated the Water System plan projects an additional 1000 equivalent households will be served by 2020. The Treatment Plant has a capacity of 2 million gallons/day and the projected use is 1.2 million gallons/day. He stated capacity should not be the problem; it is making sure that plant efficiency allows for overcoming issues in the distribution system.

0263 In answer to Councilmember Marcil's concerns, Vorse stated the city would need to discuss option with Powell Road residents to develop a remedy for funding sources to mitigate their concerns.

In answer to Councilmember Skeie's question, no rate analysis has been completed at this time. Johnson stated that rate increases would be dependant on the amount of funds that are actually loaned to the city, in addition to any increases in O & M costs.

Vorse noted that the city will continue to seek additional funding from other resources, in an effort to reduce the amount of loan funding that is needed.

Johnson stated if Water Treatment Plant improvements are not made, the city will continue to have problems treating the water during winter months and this

problem will worsen as equipment ages. The city will then need to depend more on their emergency wells and if one fails, such as last winter, the city will have problems meeting their capacity demands.

In answer to Covington's question, Johnson stated that he did not provide for any phasing of the project because this would have inhibited the city's ability to compete favorably for funding resources. By packaging improvements the city's application scored higher, which resulted in successful funding of the project.

Mr. Reilly voiced concern over the impact to ratepayers.

0607 Councilmember Bean made a motion, seconded by Skeie to move forth with the Drinking Water State Revolving Fund Municipal Loan Agreement in the amount of \$1,812,950, terms of 20 years, interest of 1% per annum. By roll call vote, unanimous 'Aye'.

0659 Librarian Vicki Selander reported that the Summer Reading Program begins next week.

0695 Council Report Of Meetings
Councilmember Marcil participated in the arbitration meeting for the clerical workers contract.

0784 Covington stated that consideration of the Lions Club fireworks permit is tabled. The Lion's Club is attempting to get permission for an alternative site and they have not yet submitted the required documents to the city.

0804 Councilmember Marcil made a motion, seconded by Bean to approve Resolution No. 2007-03, a resolution adopting the Regional Trail Plan, on first reading. By roll call vote, unanimous 'Aye'.

0863 City Attorney O'Neill summarized the ComCast franchise agreement, noting that it addresses concerns voiced by both the public works director and city engineer. O'Neill recommends approval of the agreement.

0896 Councilmember Marcil made a motion, seconded by Bean to approve Ordinance No. 2007-02, an ordinance granting a franchise to ComCast of Florida/Washington, LLC and fixing the terms and conditions, on first reading. By roll call vote, unanimous 'Aye'.

0922 Councilmember Bean asked that the discussion regarding allowance for increase of car tabs be tabled until the next meeting.

0948 There being no further business, Mayor Larsen adjourned the meeting at 9:30 p.m.

Mayor Barbara Larsen

Clerk-Treasurer