

CALL TO ORDER

Mayor Paul Helenberg called the May 14, 2012 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: Ray Teter, Earl Queen and Ellen Rose. Councilmembers Pingree and Davis were absent.

PROCLAMATIONS:

Mayor Helenberg read a proclamation for National Mental Health Month May 2012 and presented it to Eric Yakovich, Director of Cowlitz Mental Health Clinic. Mr. Yakovich stated it is important to remember that many situations can contribute to mental health issues and he believes that everyone can recover, with proper treatment. He appreciates city council's support to bring awareness to this issue. Yakovich extended an invitation to the Fifth Annual Run the Path event, May 19th at Lake Sacajawea. This is their annual fundraiser.

Mayor Helenberg read a proclamation for Bike to Work Week, May 14 through 18, 2012 and presented it to Stephanie Dunn. Ms. Dunn noted that forty-one people attended today's kick-off event in Longview and she encouraged Castle Rock to take the lead next year to establish a local biking event.

BUSINESS FROM THE FLOOR - none

DEPARTMENT REPORTS

- City Attorney Frank Randolph - No report
- Police Department; Sergeant Scott Neves- clarified that the radio IP billing is for the contract with the City of Longview to allow transmission from the Castle Rock police vehicles to the 911 communication center. The initial agreement period is now completed and future billings will only be for maintenance of the system. Castle Rock Police agreement is for a three-year maintenance cycle at \$500 per year.
- Public Works Director David Vorse – provided a project update and timeline for completion of the improvement for the Al Helenberg Memorial Boat Launch as follows:
Parking lot, trail and access road: completed except for striping parking spaces
Host residence (RV parking and utilities) – completed
Lighting and security cameras – installed by August 1st
River current diversion – preliminary design completed and working on permitting through agencies for mitigation review. Anticipated construction; September 2013
Restroom – upland contract has been awarded. Expected operational date of December 2012
Floats – bidding process completed. Expected delivery August 2012, with installation

completed by October 2012.

Picnic shelter and maintenance shed – anticipated completion date of November 2012

Fish cleaning station – completion by December 2012

Landscape and signage completed by December 2012.

Vorse stated that based on the known expenditures to date, the project costs are approximately 6.1% less than estimated. As of this date, the city has received approximately \$14,455 in donated labor and equipment.

Councilmember Queen asked about the river diversion. Mayor Helenberg stated the proposed structure extends upstream from the rock levee to the log boom, at an angle, and it will be approximately 40' to 50' wide. Mayor Helenberg expressed doubt that this portion of the improvements could be completed due to the estimated cost of \$100,000 with permitting and materials. Councilmember Queen felt this should be looked into because the structure is important to protect the docks from logs and debris during high water issues. Queen feels there is a problem that must be addressed before additional docks are installed. He stated he has seen high water in Castle Rock and when debris goes over the docks and does damage, it will be costly to repair.

In answer to Councilmember Queen's question, Vorse stated the bumpers for the new docks are included in the cost estimate, with installation by the city.

Councilmember Queen reiterated his concern over the issues with the boom float and logs hanging up on the docks. Vorse stated the issue with the boom is that something is not working as it was designed; otherwise there would not be any problem. Councilmember Queen noted that the boom has never worked and approximately six or seven logs needed to be removed when the last issue occurred. Vorse stated there is an ongoing process to resolve the problem which is keeping the booms from working effectively. Councilmember Queen felt that the city will continue to have an on-going problem with logs and the docks. Mayor Helenberg stated in high water conditions there is a lot of debris and there is no way to stop the debris, with the exception of installing a coffer dam. However this would create other issues regarding silt accumulations. Mayor Helenberg voiced his frustrations over issues with the boat launch. Councilmember Queen felt that another location for the launch would have been better. The mayor noted that numerous meetings were held to determine the location and the conclusion of those discussions was that this location was the best area for a launch. Queen stated he attended those meetings; however he felt it was difficult to predict what would happen. Vorse stated the solution to the problem would be to ascertain and fix the problems with the boom. Usually the current takes debris to the other side of the river; however in a flood stage situation, more debris is present. The city cannot afford to have

any structure that would protect the docks from everything. Queen stated prior to the city placing a rock berm in the river; the current was very strong against the docks. The mayor stated after the rock was installed, issues of silt accumulation developed. In response to Councilmember Queen’s comment, Vorse stated between January through April of this year, there were four times that the city needed to remove silt from the launch area. Councilmember Queen noted that he wants to make sure the city has adequate funds for the project. Vorse stated that to the best of his current knowledge, there appear to be adequate funding for the project.

- Mr. Vorse stated at the previous meeting, he received council approval to apply for a Riverfront Trail Enhancement Grant, offered through Washington State Recreation and Conservation (RCO) for trail extensions. At this time, he is trying to match this project with an additional grant from Washington State Department of Transportation (WSDOT), which would promote bicycle and pedestrian traffic. The bicycle paths being proposed include routes along both sides of State Route 504, at Exit 49. The WSDOT grant application requires a workshop to be held in the proposed area. By consensus, councilmembers supported Vorse’s request to schedule a workshop at the end of May, or first part of June.
- Vorse stated that the Street Funding Committee will hold their first meeting this Wednesday at 1:00 p.m.
- Clerk-Treasurer Ryana Covington – presented a summary of the budgets for the Exhibit Hall and Library Funds. Comparisons of revenues and expenditures are as of April 30, 2012:

| | Year to date revenues | Year to date expenditures |
|---------------|-----------------------|---------------------------|
| Exhibit Hall: | \$1,656.92 | \$8,304.79 |
| Library: | \$13,223.39* | \$15,343.95 |

* Includes a \$5,000 donation from the Friends of the Library

Because revenues have not been adequate enough to support expenses, both of these funds have been required to use a portion of their fund balances, leaving a residual total balance of \$1,656.92 for the Exhibit Hall Fund and \$11,817.28 for the Library Fund.

Covington explained that the Exhibit Hall is solely supported by proceeds from the Hotel/Motel tax distributions provided by the State. These revenues are difficult to predict due to fluctuations in travel trends, weather conditions, and gas/fuel prices. Historically revenues for this same fiscal period have been:

| <u>Year</u> | <u>Amount Received</u> |
|-------------|------------------------|
| 2009 | \$2,886.64 |
| 2010 | \$1,654.77 |
| 2011 | \$3,715.01 |
| 2012 | \$1656.92 |

Mayor Helenberg advised that until revenues can support expenses, he will need to cut the Exhibit Hall Director's salary by 50%, effective this month. The mayor hopes this will only be a temporary situation and asked if the Exhibit Hall Society might be able to provide funding to support the position until adequate revenues are received to support the position.

Mayor Helenberg asked Librarian Vicki Selander to thank the Friends of the Library for their financial support. He noted those funds should allow library services to continue at least through the month of August. Selander stated an additional \$1,600 in donations have been received by the Friends of the Library which will be available, when needed.

- Covington provided a three-year comparison of revenues received from property tax and sales/use taxes. She noted that even with the recent annexation, sales/use tax distributions received from the State have not increased over the same period in 2011.
- Librarian Vicki Selander – No report
- Exhibit Hall Director Karen Johnson – No report

COUNCIL AND AD HOC COMMITTEE REPORTS

- Councilmember Teter reminded councilmembers that the second annual Ash Kickers Benefit Run/Walk will be held this Saturday, at the Toutle River RV Resort, at Exit 52. Mayor Helenberg stated over 1000 people have pre-registered for the event.
- Genevieve Grant, Student Representative announced that the High School prom was held last Saturday; without any incidents. Student elections will be held this week, the High School track team has qualified for State and graduation will be on June 8th.
- Exhibit Hall Director Karen Johnson announced that the Arts and Vines Tour is set for June 28th through 30th and will begin in Castle Rock, at the Exhibit Hall. She showed councilmembers an article published in the May edition of Country Pleasures Magazine announcing the event.

Johnson updated councilmembers on the Fish Art Competition. At this time, five

completed projects have been returned. All of the projects will be displayed as street art on Cowlitz Street West.

- Mayor Helenberg thanked Genevieve Grant for her service as Student Representative and wished her luck after graduation.

CONSENT AGENDA

1. Councilmember Teter made a motion, seconded by Rose to approve the minutes of the April 23, 2012 Regular Council Meeting. By roll call vote, unanimous Aye. Motion passed.
2. Councilmember Teter made a motion, seconded by Rose to approve the minutes of the April 30, 2012 Special Council Meeting. By roll call vote, unanimous Aye. Motion passed.
3. Clerk-Treasurer Ryana Covington reported that Councilmember Rose has reviewed the April invoices.

Councilmember Teter made a motion, seconded by Rose to approve payment of April invoices in the amount of \$383,537.95, as described in the April 2012 Fund Transaction Summary Report as check numbers 42495 through 42601 for general expenses, check numbers 22916 through 22960 for payroll and adjustment numbers 228 and EFTPayroll4/30/2012. By roll call vote, unanimous Aye.

OLD BUSINESS

1. Councilmember Queen made a motion, seconded by Teter to approve Resolution 2012-03 authorizing submittal of a WWRP grant application to RCO, on second reading. By roll call vote, unanimous Aye.
2. Councilmember Queen made a motion, seconded by Rose to approve Resolution 2012-04, amending Resolution 2006-18 to include fees for the collective garden land use application, on second reading. By roll call vote, unanimous Aye.
3. Frank Randolph advised that his firm has a conflict in representing the city regarding the petition filed by Gabe Gourde to vacate city property. The issue has been referred to Tom O'Neill for review on behalf of the city.
4. Dave Vorse stated at the previous council meeting, approval was given to purchase a Vac Truck from the City of Longview. Since that meeting, the City of Longview has

received an offer to trade in their Vac Truck for a higher value than the \$10,000 offered by the city. Vorse stated he was able to renegotiate an amended offer of \$20,000, providing that Castle Rock uses the City of Longview for maintenance work on the truck. Vorse noted that using the City of Longview poses advantages for Castle Rock in that Longview's costs are comparable with other repair shops and personnel at Longview are familiar with the truck. Vorse stated that Longview City Council has not yet agreed to the city's amended offer, so any vote by our city council would need to be contingent on the City of Longview's formal acceptance. Vorse stated the city could possibly get \$5,000 for our old Vac Truck. To purchase a used truck from a dealer would cost \$50,000.

In answer to Councilmember Queen's question, Vorse stated the city uses the Vac Truck mostly for stormwater projects. However the truck also has been used for excavating underground utilities, which saves man-hours and creates less tear up repair to restore surfacing after such projects.

Vorse noted the current truck is costing the city between \$4,000 to \$5,000 per year in maintenance costs. Mayor Helenberg advised that \$30,000 is available in the Stormwater Capital Fund.

Councilmember Teter made a motion, seconded by Queen to authorize offering an additional \$20,000 to the City of Longview for purchase of the Vac Truck, contingent on selling the city's current Vac Truck. By roll call vote, unanimous Aye.

5. Ron Bailey, Michner Street SW requested an adjustment to his April utility bill, in the amount of \$50.97. Vorse noted that this leak was the result of city equipment failure on the meter gasket.

Councilmember Teter made a motion, seconded by Queen to approve Mr. Bailey's request in the amount of \$50.97, which is a full adjustment for the loss, due to city equipment failure. By roll call vote, unanimous Aye.

6. Vorse stated that a portion of the Safe Routes to School sidewalk replacement project will include Roake Street and 'C' Street. There is a 4" water main in that area which has been identified for replacement and it would be prudent to complete the utility main work at the same time that the sidewalks are being replaced. To pay for the water main replacement, Vorse proposed to reduce the amount of meters to be replaced this year from 200 meters to 100 meters and to transfer the difference into the Municipal Water Capital Fund. The work would begin in mid-June or early July, using city manpower.

Councilmember Teter made a motion, seconded by Queen to approve the water main

replacement as described and to reduce the meter replacement costs, transferring the savings from the Water/Sewer Fund into the Municipal Water Capital Fund. By roll call vote unanimous Aye.

7. Councilmember Queen made a motion, seconded by Rose to approve street closure for Mountain Mania Festival, which includes a portion of Second Avenue SW, a portion of First Avenue SW, Cowlitz Street West and a portion of Front Avenue NW, for July 28th. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:20 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington