

- 0008 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: Khembar Yund, Greg Marcil, Julie Bean, Ed Smith and Jeff Skeie.
- 0064 Councilmember Smith made a motion, seconded by Yund to approve the minutes of the January 8, 2007 Regular Council meeting. By roll call vote, unanimous 'Aye'.
- 0082 Mark Plotkin, Cowlitz County Tourism Director, reports that the Tourism Bureau is no longer a county department, it is now a division of the Kelso/Longview Chamber of Commerce. An overview of the 2007 Awesome Brochure was presented. This brochure will be expanded from 16 pages to 24 pages, which will allow for more photography, more content on local features and attractions and will help tell a more complete story of visitor related opportunities that our area has to offer. In addition, the AWESOME website will be upgraded.

Distribution for the Visitor's Guide will be reduced from a 500 miles radius, to 150 miles. This will reduce the quantity that will be printed. A "lure" rack brochure will be produced to create interest from further away and lure traffic to the website. The Awesome Mobile will travel throughout the Pacific Northwest. This PT Cruiser has been body wrapped with high quality graphics of Mt. St. Helens and the surrounding area with the website prominently featured.

In response to a question from Councilmember Smith, Plotkin stated that the brochure will be published in March.

In response to questions from Councilmember Skeie, Clerk-Treasurer Ryana Covington reports that \$2200 was budgeted from the Motel/Hotel Tax for the 2006 Awesome Brochure and for 2007. Plotkin reports that \$2200 will purchase a ½ panel, or a full panel will cost \$4000.

- 0696 Councilmember Smith made a motion, seconded by Marcil to approve \$2200 from the Motel/Hotel Tax for the 2007 Awesome Brochure. By roll call vote, unanimous 'Aye'.
- 0724 David Vorse, 134 Shintaffer Street NW, is developing property at 504 Second Avenue SW. Vorse requests approval to remove a walnut tree and stump located in the right-of-way at this property. The walnut tree is in line with the proposed driveway. A neighbor would also like to remove a maple tree located in the right-of-way to eliminate the leaf debris. Both of the property owners would bear the expense for removal.

In response to a question from Councilmember Smith, Vorse explained that the trees are healthy and a number of other trees are located in the area with the maple tree. The neighbor would like to remove the large maple while retaining the smaller trees.

Councilmember Smith stated that historically council wanted to preserve the trees on the eastside of Second Avenue SW and relocated the street to the west in an effort to preserve these trees. City policy does not allow the removal of healthy trees that are not a hazard. However, the removal of a tree for development of a driveway is understandable.

1068 Councilmember Smith made a motion, seconded by Yund to approval the removal of the walnut tree and stump, located at 504 Second Avenue SW. By roll call vote, unanimous 'Aye'.

1122 City Attorney Tom O'Neill will comment on personnel issue in Executive Session. O'Neill reports that no progress has been made on the dangerous animal ordinance.

1149 Gary Ribelin, 356 Bond Road, inquired if the City intends to extend water service to his property. Flooding is also an issue at this property. Ribelin distributed pictures taken on November 6, 2006 illustrating flood damage in the area. He stated that there never was a flooding issue until the State installed an eight inch culvert for the freeway. Ribelin stated that until these flooding issues are resolved this commercially zoned 16 acres cannot be developed. A home that was located on this property was lost to the November flood. Rebuilding the home on the property would require it to be built on the existing foundation which Ribelin feels would severely limit his options.

Ribelin pointed out that in the past Salmon Creek contained salmon. If requested, the State of Washington may be interested in salmon recovery efforts. Ribelin requests that council write the Washington State Department of Transportation regarding the eight inch culvert in an effort to reduce flood issues at I-5 Exit 48. He felt this would encourage commercial development at that intersection.

1563 Police Chief Bob Heuer stated that the relocation of the Police Department upstairs is nearly completed.

1600 Public Works Director David Vorse reviewed Cowlitz County and Army Corps of Engineers (ACOE) discussions regarding flood control on the lower Cowlitz River. A few years ago cities and diking districts formed a consortium and sent representatives to Washington D.C. to secure Authorized Levels of Protection on the Cowlitz River that the ACOE provided after the eruption of Mt. St. Helens. These levels were above the 100 year flood plain.

Recently the ACOE has alerted communities that a sediment plug has developed at the mouth of the Cowlitz River. The mouth of the Cowlitz shows fill of 2' to 12' across the channel. The results of a hydrographic survey in late November 2006 show significant increased sediment changes since April 2006. The sand plug is affecting the river up to Castle Rock, increasing the flood risk for the entire lower Cowlitz River. In addition, the Toutle River will continue transporting significant sediment into the lower Cowlitz River. Sediment yield from the Toutle Basin for this water year will likely surpass the 1996 totals and be the highest since the Sediment Retention Dam opened in 1988. The consortium established a 118 year Authorized Level of Protection for Castle Rock. In April 2006 the level was evaluated at 208-227 years and by November 2006 that level had reduced to 130-136 years, as a result of the silt plug at the mouth of the river.

The consortium has reformed to bring together the affected entities and promote the cooperation of each of these entities to establish funding which will provide the means to dredge from the mouth of the Cowlitz River, to the Allen Street Bridge. The largest obstacle for the dredging operation is in acquiring sites for dredge spoil placement. Federal funding may be available for dredging but not for site acquisition. The sites must be obtained by cities and diking districts with the possibility of state assistance. Cowlitz County has agreed to provide the administrative body in this effort.

Ken Stone, Cowlitz County Public Works Director, presented a proposed local cost share split. Under the proposed cost share split the expense would be equally shared within the districts responsible for dikes. The cost would be based upon a property's assessed valuation thus providing an equal burden for all property protected by dikes. District agreements can include a preauthorized maximum spending limit.

A request for funding has been presented to Washington State Representatives. The Washington State Department of Transportation (DOT) acquired the rights for dredge spoil sites after the eruption of Mt. St. Helens. The consortium is requesting that DOT again acquire dredge spoil sites and manage this project. To have the ability to begin dredging in November, the ACOE recommends that site acquisition begin immediately as few sites remain available along the lower Cowlitz River. Dredging will be limited to site availability.

In response to a question from Councilmember Smith, Stone stated that the ACOE indicated that dredging from the mouth to the Allen Street Bridge will have a positive impact on Castle Rock by providing an outlet for the sediment until Sediment Retention Dam issues are resolved.

In response to a question from Councilmember Smith, Stone reports that the dredge spoils will belong to the property owner that is receiving the spoils.

In response to a question from Mayor Larsen, Stone stated that as the Sediment Retention Dam is at capacity, more and more material will travel down river resulting in additional sediment and erosion issues.

In response to a question from Councilmember Skeie, Stone clarified that only the homes within districts protected by dikes will be asked to fund this project. The ACOE only has the authority to work on the river for the benefit of property protected by a dike.

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Side B

Stone requests indication from councilmembers to see if the City of Castle Rock along with each Flood Control District would be interested in entering into a cost share agreement for this project.

In response to a question from Councilmember Smith, Stone indicated that diking districts do not have a fee increase limit, however City's taxing authority is limited. Diking district fees are not taxes but are an assessment for benefit.

Public Works Director David Vorse specified that the Stormwater Management Fund was established for dike maintenance, stormwater collection improvements and storm pump maintenance. This fee has remained at \$2.50 per month since it was established more than ten years ago.

In response to a question from City Attorney Tom O'Neill, Stone reports that the diking districts on the lower Cowlitz have been given the opportunity to review the cost share proposal. At this time those entities have not indicated if they would be willing to enter into this cost share agreement.

Councilmember Smith agreed that action needs to be taken to alleviate this problem.

Councilmember Skeie expressed concern that a few areas will be burdened with the expense of this dredging project, even though it would be a benefit to all properties along the river. Stone responded that property not protected by a dike will continue to be flooded and will not be gaining flood protection.

Councilmember Smith commented that flooding does affect everyone, whether through inaccessible roads or businesses, etc. Stone pointed out that protecting a home from flood damage is significantly different than protecting a motorist from a momentary inconvenience due to an impassible road.

Councilmember Marcil agreed that something needs to be done and Councilmember Yund supports the concept, however, he would like more information before making a decision.

Councilmember Bean agrees with Councilmember Yund, the proposal seems relatively OK but she would like more information before making a decision.

In response to a question from Councilmember Skeie, Stone stated that the county would bill each agency. It is up to the agency to determine how to collect those funds. Agreements should also include an authorized maximum spending limit. Stone will be meeting with state representatives on February 1<sup>st</sup> and will request that DOT secure sites, as they did after the eruption.

3549 Public Works Director David Vorse reports that he has attended a Kickoff and follow-up meeting with Federal Emergency Management Agency (FEMA) representatives. FEMA is considering funding the short term erosion repair at Lions Pride Park. The Hazard Mitigation Letter of Intent to fund a more permanent repair, is due on February 8<sup>th</sup>. Long term repairs may be eligible under that program. The short term repair includes filling the erosion areas and installing catch basins.

3693 Vorse reported that the Pioneer Well ceased functioning on January 13<sup>th</sup> which led to the need for a Conserve Water Notice to be issued on January 18<sup>th</sup>. The Pioneer Well motor and pump has been replaced and reservoir levels are improving. In addition, the two emergency wells have been brought online. Two individual services above Bond Reservoir lost their booster pumps due to the low water level at that reservoir.

The water treatment plant (WTP) has been offline since the November floods created high turbidity in the Cowlitz River. The Washington State Department of Health has met with the Public Works Department in an effort to troubleshoot the WTP issues. Due to the type of WTP, producing potable water from high turbidity water is labor intensive and backwashing the filters at the WTP results in a great loss of water. The WTP is only able to be online during the day while an operator is present.

As of this date, reservoir levels are now sufficient for Cowlitz County to pump to the reservoirs that supply the Silver Lake and Toutle area. Vorse anticipates removing the Water Conservation Notice by January 24<sup>th</sup>.

In response to a question from Councilmember Smith, Vorse stated that the Pioneer Well pump is six to seven years old. The Pioneer Well is the City's largest producing well. The pump that no longer works will be sent in for an evaluation to determine if it can or should be rebuilt. Vorse also will be investigating the reason behind the loss in the reservoir level.

In response to a question from Councilmember Skeie, Vorse reports that the Spirit Lake Reservoir does have a low level alarm but the Bond Reservoir does not. A person must visually look down into the Bond Reservoir to determine its level. This event illustrates the need for a low level alarm on the Bond Reservoir.

4082 Chris Swanson, 529 Powell Road, stated that her home is one of the three homes that require a booster pump. These three families lost water on the evening of January 17<sup>th</sup> and service was not restored for 48 hours. Swanson stated that Dale McGee Well Drilling came out the next morning and reported that no water was coming to their meters. Swanson commended Vorse for the swift and decisive action that was subsequently taken by the Public Works Department.

Swanson would like to encourage council to install a low level alarm on the Bond Reservoir prior to another incident. The pumps for these three residences are booster pumps that push water which requires a higher water level than pumps that pull. Swanson also recommends a system upgrade to assure sufficient water pressure for the Powell and Carpenter Road area.

Vorse stated that the meters for these three residences are a few feet higher than the base of Bond Reservoir. One of these residences had a low level switch on the booster pump which prevented damage. He added that all of these pumps should have a low level switch. Vorse agrees that the city needs to establish a way to monitor the Bond Reservoir level. The proposed \$1.8 million dollar Water Treatment Plant Upgrade will address this concern.

4351 Clerk-Treasurer Ryana Covington reports that The Association of Washington Cities Risk Management Service Agency (AWC RMSA) is offering an increase in liability coverage. An additional \$5 million liability coverage is offered for \$1046 annually. The city currently pays \$20,000 to \$30,000 annually for \$5 million liability coverage.

In response to a question from Councilmember Smith, City Attorney Tom O'Neill stated that he is not aware of any judgment against the city coming close to \$5 million. However, the cost is very reasonable for the additional coverage.

In response to a question from Councilmember Marcil, Covington reports that due to the decrease in city employee worker hours resulting from the Fire Department annexation the city's insurance rate has decreased.

Councilmember Skeie remarked that he does not like to be over insured. If AWC believes that the city needed this additional insurance the rate would be higher.

By consensus councilmembers decided not to increase the liability coverage, as offered by AWC RMSA.

4545 Covington states that the AWC Personnel News reports that the Washington State Attorney General provides guidance to cities concerning how to address paying employees if officials order them to stay away from the workplace due to a pandemic flu or health emergency. This notice requests that cities examine

employment rules and regulations to determine the changes that should be implemented to respond to these kinds of circumstances.

Councilmember Skeie stated that to force employees to stay away from work would shut down the city. Crime will not stop due to a pandemic and residents will still require water and sewer service. The city may be able to reduce operations during an emergency but these services cannot be completely shut down.

Covington reports that the Collective Bargaining Agreements do not address a pandemic scenario.

4792 Covington stated that the city has received a Horizons Project Grant to reduce poverty and encourage opportunity. Community focus groups will be meeting weekly to discuss poverty issues. On March 15<sup>th</sup> a forum will be held to determine the direction and action for the project. The Horizons Project is an 18 month project to develop a community goal for reducing poverty. A grant in the amount of \$10,000 will then be available for that project. Sixty community members are needed to attend five weekly meetings for the focus groups.

4886 Covington reviewed the 2006 Budget Summary Report. All funds are solvent, however the Municipal Court, Finance Department and Water Fund have exceeded appropriations due to unanticipated costs in December.

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Side A

A 2006 General Fund budgetary amendment of \$5,989 is needed for Municipal Court appropriations due to court appointed attorney and jail costs in December. A budgetary appropriation in the amount of \$2,724 is needed for the Finance Office due to insurance and retirement increases and a budgetary appropriation increase of \$17,410.26 is needed for the Water Fund to cover the unanticipated large amount of potable water that is required to backwash the filters at the water treatment plant. The public hearing for these amendments will be held at the next Regular Council meeting.

In response to a question from Mayor Larsen, Covington stated that Fire Chief Koreis has not notified her of when Fire District #6 will begin billing under their own ambulance license.

0201 Librarian Vicki Selander reports that due to repeated requests the Library will be changing hours to be open on Thursdays and closed on Sundays. These hours will become effective on February 1<sup>st</sup>. The new web address, located at [opac.castlerocklibrary.org](http://opac.castlerocklibrary.org) provides access to the library's catalog of books. In addition, the automatic checkout system is now fully functional.

0409 Report of Meetings

Councilmember Marcil attended a Boat Launch meeting seeking volunteers and materials for that project. Councilmember Bean pointed out that a lot of people do not understand that the boat launch grant can only be used for the boat launch.

Councilmember Bean will be attending a CAP meeting.

Covington will be attending a Council of Governments meeting and facilitating the Horizons

- 0560 Councilmember Skeie was advised by City Attorney Tom O'Neill that discussion regarding the Police Collective Bargaining Contract should be in Executive Session.
- 0580 Clerk-Treasurer Ryana Covington presented the amended 2007 Salary Schedule which reflects the changes to police and department head salaries, as directed by the city council at their last regular council meeting. Covington stated that the clerical contract remains in negotiations.
- 0676 City Attorney Tom O'Neill stated that this salary schedule includes the increase for department heads as approved at the January 8<sup>th</sup> Regular Council meeting. No additional action is needed for that schedule to take effect. The public has an opportunity to comment on those salaries at this time.
- 0771 Councilmember Yund made a motion, seconded by Smith to confirm the 2007 Salary Schedule. By roll call vote, councilmembers Bean and Skeie Nay, the rest 'Aye', motion passed.
- 0810 Mayor Larsen adjourned regular session at 9:15 p.m. for a 30-minute Executive Session to discuss two personnel issues. There could be action at the conclusion.
- 0850 Mayor Larsen reconvened regular session at 9:45 p.m. to extend the Executive session for an additional 15 minutes.
- 0856 Mayor Larsen reconvened regular session at 9:55 p.m. with no action taken. There being no further business, the meeting was adjourned.

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Mayor Barbara Larsen

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Clerk-Treasurer