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Side A

- 0003 Mayor Paul Helenberg 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: Ray Teter, Earl Queen, Jack Reilly and Mike Mask.
- 0054 Councilmember Reilly made a motion, seconded by Queen to approve the minutes of the March 8, 2010 Regular Council Meeting. By roll call vote, unanimous Aye.
- 0120 Cowlitz County Sheriff Mark Nelson noted that the Department of Emergency Management (DEM) is a division of the Sheriff's Office. The DEM assists with the preparation and logistics needed to address any type of emergency encountered within Cowlitz County. Sheriff Nelson introduced Cowlitz County Department of Emergency Management Director, Grover Laseke.

Mr. Laseke detailed that the five cities and county entered into an Interlocal Agreement in 1988 to provide emergency planning. Recent events include three presidential declared emergencies which also involves a large amount of work following the event. In addition, DEM provides preparedness training which includes Region IV Homeland Security, Community Emergency Response Team (CERT) and Incident Command System / National Incident Management System (ICS/NIMS) training.

To honor the numerous volunteers that provide assistance during emergency events, DEM presents an annual Together We Shine Volunteer Appreciation Night. Information can be accessed through the DEM website, www.co.cowlitz.wa.us/dem, where the BLOG can provide instant information during an event. This website also has a link to signup for reverse 911 which registers contact information not contained in the landline database.

The Comprehensive Emergency Management Plan, completed in 2008, contains multiple Emergency Support Functions (ESF). Completion of these ESF include:

- Shelter planning,
- Emergency Operation Center improvements,
- Various methods to disseminate emergency information,
- Vulnerable population planning,
- Hazard Mitigation Plan update with assistance from the Cowlitz-Wahkiakum Council of Governments,
- Planning and participating in the Region IV Mass Casualty Exercise on June 10th and
- Pursuing grant funds for an alternate Emergency Operation Center facility

Sheriff Nelson noted community benefits gained from emergency preparedness. Individuals must first ensure that their families are safe before they can assist others during an emergency. DEM can provide Emergency Preparedness Training. He thanked the City of Castle Rock for their participation in Mutual Aid Assistance.

Councilmember Mask requests that DEM contact Multiple Sclerosis Support Group President Gary Martin to assist this vulnerable group in emergency planning. Mr. Laseke provided contract information.

Mayor Helenberg, on behalf of the city, thanked Sheriff Nelson and Director Laseke for the great team effort during emergency events.

- 1623 Matthew Arthur, 2168 Larsen Lane SW, requests the placement of a ‘Slow Children at Play’ sign on Larsen Lane SW to reduce the excessive vehicular speed near the blind corner. He is willing to pay the expense for a sign. Councilmember Reilly agreed that this issue should be addressed before an injury occurs. Mr. Arthur added that there can be approximately a dozen children at a time in this area.

In response to a question from Mayor Helenberg, Police Chief Bob Heuer stated that placement of a caution sign has no effect on a violation. In response to a question from Councilmember Mask, Heuer clarified that the city engineer reviews proposed speed limit changes or sign placement.

Public Works Director David Vorse cautioned that although the material cost would be approximately \$50, placement of a ‘Slow Children at Play’ sign could attract undesirable individuals that are looking for areas where children congregate. Councilmember Mask suggested that caution stripes might also be an option to consider. Mayor Helenberg requested that the city engineer provide a recommendation to address this issue.

- 1962 Jim Worl, organizer of the ‘I Topped the Rock to Save the Library’ event, is arranging another benefit event, entitled ‘I Topped the Rock to Feed the Community - Educating and Cultivating our Future’. This event is sponsored by the CARE Coalition and funds raised will be used to benefit the North County Recreation Association Community Gardens. Funds will be used for:
1. Reimbursement of the advance made by the Castle Rock School District for the purchase of fruit trees and berry bushes that students planted at the community orchard; and
 2. Purchase of garden plots, seeds and fertilizer for community groups. Benefactors of these plots will be asked to donate 50% of the harvest to the local food bank.

Mr. Worl requests that the city provide the following items for this event:

1. Approval for use of city streets;

2. Event insurance coverage (as a city sponsored event); and
3. David Vorse's services as the city coordinator.

Mr. Worl expanded that a new feature, 'The Taste of Castle Rock' will be added to the event. Instead of outside vendors, local restaurants can set up stands to sell reasonably priced food during the event. This aspect will give Castle Rock restaurants the opportunity to have people taste their fare and offer coupons or discounts that may help bring customers to their business. These vendors will also be asked to donate to the event. Castle Rock School District Superintendent Susie Barker has approved the use of school facilities for this purpose.

Mr. Worl specified that logistics will be worked out with Vorse. However, to avoid congestion in the downtown area, parking probably will be provided at the elementary school, with activities and vendors located at the middle school.

- 2142 Councilmember Mask made a motion, seconded by Reilly to provide the use of city streets, insurance coverage and Public Works Director David Vorse as city contact for the 'I Topped the Rock to Feed the Community' event. By roll call vote, unanimous Aye.
- 2167 Chairperson Dana Marcil reports that this year's Mountain Mania Festival will be held on July 23rd and 24th. In response to a question from Mayor Helenberg, Ms. Marcil specified that outside food vendors will not be sited near restaurants.

Ms. Marcil requests approval of the same street closures as for past Mountain Mania Festivals:

- The 100 block of First Avenue SW beginning at noon on July 23rd for the Loggers Dinner.

On Saturday the 24th from at 6 a.m. through 6 p.m.:

- Front Avenue NW from Jackson Street to A Street SW;
- Cowlitz Street W from Huntington Avenue N to Second Avenue SW;
- 100 block of First Avenue SW and the
- 100 block of Second Avenue SW.

- 2206 Councilmember Reilly made a motion, seconded by Queen to approve the same street closures as in the past for the Mountain Mania Festival scheduled for July 23rd and 24th, with the stipulation that food vendors not be placed near permanent food establishments.

Discussion: In response to a question from Councilmember Mask, Councilmember Queen recommends waiver of a business license requirement for this one day festival, as in the past.

Vote: By roll call vote, unanimous Aye.

- 2263 Sport Fishing Guides of Washington President Lee Barkie, Chehalis, Washington, protested that the proposed boat launch fees penalize commercial use. He stated there are approximately 75 Sport Fishing Guides of Washington that bring business into Castle Rock. These guides welcome the launch, as historically a large number of vehicle prowls have occurred at launch sites that are not patrolled. However, the proposed commercial fee is higher than at any other launch in the state, with charges ranging from \$40 to \$50 annually.

Mayor Helenberg clarified that the proposed commercial launch fee is \$100 annually and commercial guides will be required to purchase a Castle Rock Business License. The business license is required by municipal code for anyone that does business in Castle Rock.

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Side B

Mayor Helenberg explained that a committee was formed to evaluate fees and processes for the boat launch. This committee consists of groups and individuals that have been involved from the beginning of the boat launch process. In addition, the state funding agency will not allow the parking lot to be used solely for commercial users, because funds were provided for a recreational facility. Commercial parking will be provided at an adjacent lot.

Mr. Barkie objected that guides should not be required to purchase a Castle Rock Business License as state and county license and taxes are already mandatory. Councilmember Mask clarified that the business license is not a tax. Clerk-Treasurer Ryana Covington added business license fees include partial year's use. Mayor Helenberg noted that a Castle Rock Business License is required by city ordinance of anyone conducting business within city limits which includes the river, boat launch and parking area. Sport Fishing Guides of Washington Secretary Mark Maker feels that guides are conducting business out of their homes rather than in the city.

Councilmember Queen suggests that Mr. Barkie and Mr. Maker meet with the Boat Launch Committee to review fees. Mayor Helenberg stated that Mr. Barkie and Mr. Maker will be contacted when another committee meeting has been scheduled.

Sports Fisherman Bob Janisch, Old Pacific Hwy North, clarified that he is a member of the Boat Launch Committee and he does not believe that another meeting is needed, as the recommended fees are equitable.

- 3467 Mayor Helenberg opened the Public Hearing at 8:31 p.m. to take public comment on the amended Six-Year Transportation Plan for the years 2011-2016 and an amendment to the current Six-Year Transportation Plan for the years 2010-2015.

Covington reports that this is the second public hearing on these amended plans which the city engineer described during the last meeting.

3514 There being no public comment, Mayor Helenberg closed the Public Hearing at 8:32 p.m. and reconvened regular session.

3540 City Attorney Tom O'Neill thanked Mayor Helenberg for the cake that was presented to Mr. O'Neill in appreciation of his service to the city.

3546 Public Works Director David Vorse reviewed proposed specifications to bid for a 10 yard dump truck budgeted from the Public Works Vehicle Replacement Fund. Once the specifications are finalized, then an advertisement can be submitted for bids. After reviewing the submitted bids, a recommendation will be provided for the vehicle that best fits the needs of the Public Works Department.

In response to a question from Councilmember Reilly, Vorse clarified that this vehicle will be used to haul bio-solids from the Wastewater Treatment Plant to Onalaska during the wet months of October to April. The city is currently contracting with Waste Control for this service. Councilmember Reilly requests that Vorse provide a cost comparison of contracting with Waste Control compared to the cost that would be needed for fuel, wages, vehicle maintenance, etc. to provide this service internally. Mayor Helenberg would like the comparison to also include the cost to purchase two boxes that would be used by Waste Control for hauling. Last year \$5,354 was expended to contract with Waste Control for box rental, plus hauling.

3932 Councilmember Mask made a motion, seconded by Queen to postpone consideration of the purchase of a dump truck until the next regular council meeting, to provide the opportunity to review a cost analysis. By roll call vote, unanimous Aye.

In response to a question from Councilmember Queen, Vorse specified that delivery of the boat launch floats are anticipated in mid April.

4047 Police Chief Bob Heuer reports that five to six vehicle prowls occurred last Sunday morning in the southeast sector of the city. He advises residents to always lock their vehicles.

Heuer noted that Police Sergeant Scott Neves is going to Haiti for two weeks as part of an earthquake relief mission with his church.

4104 Clerk-Treasurer Ryana Covington reviewed the February Water & Sewer Report. Water has a revenue gain of \$24,314.80 and Sewer has a loss of (\$67,844.44) for a year-to-date net loss of (\$43,529.64). Sewer expenses continue to exceed revenues during the cooler, low usage months.

4159 Librarian Vicki Selander clarified that an incorrect amount was requested for the excess tax levy. The correct amount is \$56,000. Covington specified that Resolution 2010-04 has been amended to reflect the corrected amount.

4188 Mayor Helenberg noted new summer hours at the Exhibit Hall that will take effect May 1st to September 30th. Throughout this period the Exhibit Hall will be open Monday thru Saturday from 10 a.m. to 4 p.m. and closed on Sundays, to reflect visitor use.

Councilmember Mask pointed out that Mr. and Mrs. Quigley have given notice that they will no longer be providing volunteer service at the Exhibit Hall. Although Exhibit Hall Director Rita Baxter may not be able to attend council meetings due to her work schedule, Mayor Helenberg would like to arrange a meeting to provide a more detailed report on the Exhibit Hall's Calendar of Events and work schedule. In addition, the Exhibit Hall's Calendar of Events should be included on the city's website.

4381 Report of Meetings

The mayor and all councilmembers attended the March 16th Special Meeting on Implementation of the Strategic Marketing Plan.

Although Mayor Helenberg will be out of town on Wednesday March 24th, he requests that councilmembers attend the Cowlitz-Wahkiakum Council of Governments Annual Luncheon and training on that date, which will feature economic development planning.

Councilmember Reilly attended a Homeless Coalition Meeting and volunteered as part of the Steering Committee working to close gaps within the program. Methods to close those gaps include employment training and providing a low barrier drop-in center to assist those with a record to find temporary housing. Donations are needed for hygiene kits as hygiene concerns can be a great hindrance when seeking employment.

Councilmember Mask attended a Chamber of Commerce Meeting.

Councilmember Mask requests that a workshop meeting be scheduled to present the Regional Park Plan. Mayor Helenberg scheduled this meeting for May 3rd at 6:30 p.m. The Park Board will also be asked to attend.

4819 Councilmember Queen made a motion, seconded by Mask to postpone consideration of the commercial user guidelines for the boat launch until the next regular council meeting, to provide the opportunity for the Boat Launch Committee to review those guidelines.

Discussion: Mayor Helenberg scheduled a Boat Launch Committee Meeting for April 5th.

Vote: By roll call vote, unanimous Aye.

4915 Councilmember Mask made a motion, seconded by Reilly to approve Resolution 2010-03 adopting the Six-Year Transportation Plan for the years 2011-2016 and amending the Six-Year Transportation Plan for the years 2010-2015, on second reading. By roll call vote, unanimous Aye.

4940 Councilmember Mask made a motion, seconded by Reilly to approve Resolution 2010-04 to ask qualified voters of the City to fund by Special Excess Levy the furnishing of Public Library Services to the citizens of Castle Rock and will submit the following question: 'Whether or not a Special Excess Levy on real property shall be had for the purpose of funding library services to the citizens of Castle Rock during the year 2011', as amended, on second reading.

Discussion: In response to a question from Councilmember Mask, Covington clarified that the total assessment value is amended to \$56,000, as requested by Selander.

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Side A

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

0024 Councilmember Mask made a motion, seconded by Teter to approve Resolution 2010-02 adopting the Robert's Rules of Order Newly Revised Edition, Copyright © 2004, as policy for conduct at meetings, on second reading. By roll call vote, Queen Aye, the rest Nay, motion failed.

0098 Mayor Helenberg reiterated that the Cowlitz-Wahkiakum Council of Governments Annual Luncheon is on March 24th. He specified that councilmembers should make every effort to attend the 5:30 p.m. to 7:00 p.m. meeting titled, 'Citizen & Business Engagement toward Long Term Community Vitality'. This training should be helpful while implementing the Strategic Marketing Plan.

Councilmember Mask indicated that he plans to attend all of the training on this day which begins at noon and continues until 7:00 p.m. Councilmember Mask requests that dinner be provided in addition to lunch. Mayor Helenberg approved the purchase of dinner reimbursement, in this instance.

0242 Councilmember Reilly made a motion, seconded by Queen to accept completion of the council podium construction and approval for payment.

Discussion: Councilmember Mask complimented the workmanship. Mayor Helenberg thanked Councilmember Queen for initiating this project.

Vote: By roll call vote, unanimous Aye.

Covington requests a motion to approve payment for the podium prior to the payment of bills.

0340 Councilmember Reilly made a motion, seconded by Queen to provide payment for the completed council podium prior to the regular payment of March invoices. By roll call vote, unanimous Aye.

0367 Councilmember Reilly made a motion, seconded by Queen to approve a leak adjustment at 422 First Avenue SW, in the amount of \$121.26.

Discussion: In response to a question from Councilmember Mask, Covington specified that this adjustment is in accordance with Ordinance 2010-02.

Vote: By roll call vote, unanimous Aye.

0486 Covington noted that the Chamber of Commerce is requesting the city co-sponsor the Cleanup Day event by providing liability insurance and allocating up to \$1500 for printing of flyers and advertising the event.

Councilmember Reilly made a motion, seconded by Mask to provide insurance coverage for the Cleanup Day event sponsored by the Chamber of Commerce plus allocating up to \$1500 for promotional material and advertising.

Discussion: In response to a question from Councilmember Mask, Covington stated that the flyers are sent home with students and also inserted in the Valley Bugler.

Vote: By roll call vote, unanimous Aye.

0639 Roy Henson, 1933 Huntington Avenue South, sent correspondence requesting an amendment to CRMC 6.20.10, Animals, Violations - Penalty, to provide enforcement options for habitual violations. Mr. Henson has met with Police Chief Bob Heuer and Cowlitz County Humane Society Executive Director Rick Johnson to discuss the seriousness of this issue and the need for enforcement options. Mr. Henson specified that he is aware of a habitual violator that has been issued five citations with no response.

Councilmember Reilly acknowledged that this has been a concern that he has repeatedly addressed and believed it had been resolved. In the past, residents were asked to monitor, record violations and file a complaint with no resolution forthcoming.

Chief Heuer noted that he has advised the Humane Society that they should not have concerns regarding the final outcome of an infraction, as unpaid fines for misdemeanor offenses are sent by District Court to a collection agency.

City Attorney Frank Randolph is reviewing the City of Longview's Animal Control Ordinance for animal abatement options. An enforcement amendment will be presented at the next regular meeting. Under the proposed amendment an animal can be seized following the third offense. This should provide a satisfactory resolution to the problem of repeated violations.

- 1170 Councilmember Mask made a motion, seconded by Reilly to approve Ordinance 2010-03 amending Ordinance 2009-09, regarding utility rate provisions for customers affected by the Westside utility transfer, on first reading.

Discussion: Covington pointed out that this ordinance was amended to July 12, 2010 as specified during the March 8th council meeting. However, as this date is mid-billing cycle the ordinance was amended to reflect the next billing cycle following the July 12, 2010 service period.

Vote: By roll call vote, unanimous Aye.

- 1252 Mayor Helenberg would like to begin meeting monthly with Department Supervisors to review the monthly agenda. He scheduled a Department Supervisor Meeting for April 5th at 9:00 a.m.
- 1312 There being no further business, Mayor Helenberg adjourned the meeting at 9:24 p.m.

Mayor Paul Helenberg

Clerk-Treasurer