

**CALL TO ORDER**

Mayor Paul Helenberg called the October 12, 2015 regular meeting of the Castle Rock City Council to order at 7:02 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

**REVIEW AND CONSIDERATION OF APPLICATIONS SUBMITTED TO FILL VACANCY FOR CITY COUNCIL POSITION 1**

Mayor Helenberg noted three applications were submitted for Castle Rock City Council Position No. 1. Applications were submitted by: Andrea Gebhardt, Jana Gann and Art Lee. Councilmembers were provided with copies of each application and were provided with an opportunity for asking additional questions. There were not additional questions asked of the applicants.

Mayor Helenberg adjourned regular session at 7:08 p.m. for a fifteen minute Executive Session to review applications. The mayor reconvened regular session at 7:20 p.m.

The mayor thanked the applicants for their interest and encouraged them to remain active in the community.

Councilmember Queen made a motion, seconded by Davis to appoint Art Lee to fill the vacant Council Position No. 1 position. By roll call vote, Councilmembers Kessler, Queen and Davis voted 'Aye'. Councilmember Rose voted 'Nay'. Motion carried.

Following the vote, Clerk-Treasurer Ryana Covington administered the Oath of Office to Art Lee and he assumed his position as councilmember.

**PRESENTATION**

Nancy Chennault, Castle Rock-America In Bloom (CR-AIB) coordinator announced that Castle Rock received several national recognitions from America In Bloom (AIB). Chennault recently returned from the America In Bloom National Conference held September 24 – 26<sup>th</sup> in Holland, Michigan. Chennault noted the city's evaluation from AIB judges was distributed to councilmembers last week. She added the Daily News in Longview also recently recognized city volunteers and youth in several newspaper articles relating to CR-AIB programs.

Chennault stated following their visit to Castle Rock, the AIB judges nominated the city for a special award relating to programs involving youth. As a result, the CR-AIB program was presented with 'Best Program For Engaging Youth 2015'. Chennault read an excerpt from the judge's written comments in support of this award. The judges cited youth programs such as volunteer work at the Senior Center, community gardens, school sponsored 'outside learning projects' such as development of bioswales and a retention pond and horticulture projects supporting the CR-AIB projects. Chennault stated over 12,500 pounds of produce

and fruit were donated to the community from the gardens. She added that Castle Rock instructors Ryan Penner and Julia Collins were specifically praised by the judges for their efforts in developing youth programs that integrate into school learning programs. Chennault stated many of these youth programs were introduced six years ago.

At the conference, CR-AIB also was recognized for their floral displays; forty communities were nominated and Castle Rock was in the top three.

Chennault introduced Della Franklin, CR-AIB Bloom Team volunteer. Franklin composed a U-Tube video, which was judged on the following criteria: promoting the community, quality, effectiveness, and showcasing benefit of the American In Bloom program. There were seven entries; several of which had previously won this award. Chennault stated Castle Rock's video was awarded first place and CR-AIB received a \$1500 award. The CR-AIB program is totally a volunteer operation, supported by donations and sponsorships. The committee intends to use the award funds for the following:

- purchase banners for each of the exits (\$300)
- pay for licensing for another video (\$200)
- provide \$700 for Della Franklin to do another video
- pay for a community volunteer member to attend the 2016 AIB Symposium

The U-Tube video can be seen on the America In Bloom website, Cowlitz Economic Develop Council website and Facebook page, Castle Rock Chamber website and on the CR-AIB and Castle Rock Community Develop Alliance (CRCDA) Facebook pages.

Chennault said banners commemorating these awards will be placed at the north end of Castle Rock.

Mayor Helenberg stated volunteers are what make our city great. He added it is very big to have youth involved and commended Castle Rock School District and their teachers for their involvement and support.

#### Department Reports

1. City Attorney Frank Randolph presented the third quarter Indigent Defense statistical report submitted Debra Burchett. Randolph praised Burchett for her efforts in meeting State requirements regarding provision of indigent defense.

Mayor Helenberg added that Randolph and interim city attorney Nicole Tideman will be trading off attending council meetings.

2. Dominic Miller, city engineer, reported that last week KBH Construction began work on the Front Avenue Sidewalk project. The project includes replacement of sidewalks on both sides of the street; from A Street SW to Dike Road. Currently the contractor is

working on the ADA ramps. In answer to Councilmember Queen's question; Miller stated the project will require removal of some trees.

3. Public Works Director Dave Vorse reported on the progress for construction of the new Visitor Center. He felt the contractor will have the structure weathered-in by the end of November.
4. Vorse reported the required SEPA notice has been filed. Vorse is still waiting for a response from the Corps of Engineer before the city can proceed with removal of the sand accumulation at the boat ramps. Councilmember Queen voiced concern over possible damage to the ramps if the project were delayed by the Corps.

Vorse stated he has contacted the Cowlitz Dive Team and they will be attempting to pull logs and trees from nearby the launch ramps.

5. Librarian Vicki Selander announced there will be a Halloween Bash held at the library on October 31<sup>st</sup>.
6. Councilmember Kessler stated he will be seeking input from department supervisors for a final committee meeting to discuss technology needs.
7. Blaine and Carolyn Kennington, CR-AIB volunteers reported the cherry tree stumps have been removed and he will be repurposing the wood by creating benches for the new Visitor Center. Councilmembers thanked them for their work on this project.

#### CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Kessler to approve the minutes to the September 28, 2015 regular council meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Rose to approve payment of September invoices in the amount of \$425,650.66 as described on the Fund Transaction Summary report and further described as adjustment number 420-9/15, 421-9/15 and 422-9/15, check numbers 46354 through 46447 for general expenditures, adjustment numbers EFT Payroll Draw 9/15/2015 and EFT Payroll 9/31/2015, NACHA Batch numbers 1733045 (Draw pay) and 1735441 (Month end pay), and payroll check numbers 24558 through 24580.

Discussion: Councilmember Rose stated she has reviewed the invoices prior to this meeting. She voiced disappointment that the city is purchasing water from Culligan for the police department; when the city just received an award for water quality.

By roll call vote, unanimous 'Aye'. Motion carried.

OLD BUSINESS – None

NEW BUSINESS-

1. Councilmember Kessler made a motion, seconded by Davis to approve Cowlitz-Wahkiakum Council of Governments contract Amendment #1 to increase planning services an additional \$5,000 to complete an update to the city Park Plan. This will increase the total planning contract to \$33,000. By roll call vote, unanimous 'Aye'.
2. Councilmembers reviewed the proposed Interlocal Agreement for operation, maintenance and participation in Cowlitz County Communication Center. Councilmember Kessler noted there are to be three law enforcement representatives and three fire representatives. He asked how the representatives are chosen. Chief Heuer stated the Fire Chiefs Association will nominate their representatives and he believes that Cowlitz Law Enforcement Association will do the same. Chief Heuer stated he felt this was a better step toward a more balanced representation on the board.

Councilmember Kessler made a motion, seconded by Davis to approve the 911 Communication Center Interlocal Agreement as presented. By roll call vote, unanimous 'Aye'.

3. City Engineer Dominic Miller presented an engineering service proposal for construction management of the Trenchless Sewer Repair Construction project, in the amount of \$9,095. Miller stated council recently awarded the project bid to C-More Pipe Services. Miller stated he is in the process of obtaining approval from the city's funding source, USDA RDA. Councilmember Davis made a motion, seconded by Rose to approve the engineering service proposal from Gray & Osborne for construction management services in the amount of \$9,095. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:05 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Ryana Covington