

Castle Rock City Council
Regular Meeting
January 10, 2011

Call To Order:

Mayor Paul Helenberg called the regular meeting to order at 7:31 p.m., followed by the Pledge of Allegiance.

Roll Call:

Attending were councilmembers Glenn Pingree, Earl Queen, Jack Reilly and Mike Mask.

Mayor Paul Helenberg asked for a moment of silence in honor of Chief Painter, from the City of Rainier, Oregon, who died last week in the line of duty. Mayor Helenberg sent his condolences to Chief Painter's family and the City of Rainier.

Business From The Floor:

None

Department Reports:

Public Works Director Councilmembers reviewed a list of projects completed in 2010 and the list of 2011 proposed projects. Vorse noted that repair of water leaks and installation of new meters have contributed to a reduction in the unaccounted water totals. He did note an increase in the amount of sewer plugs, however he felt the TV inspection of the lines proposed for 2011 will help identify any contributing issues.

In answer to Councilmember Pingree's question, Vorse stated that 100 additional meters will be replaced in 2011, including the High School meter.

Councilmember Pingree requested a status of the Park and Ride cameras. Chief Heuer explained there have been continual setbacks over the past two years, which included issues with equipment. The camera system at the Public Works shop area and Water Treatment Plant are functioning.

City Engineer

Mike Johnson provided a project summary for the following:

Cowlitz Street West reconstruction – the city has received comments from Washington State Department of Transportation and will be sending a response to WSDOT this week, with the intent to advertise for bids by January 17th. If this occurs, bid award could be as soon as February 14th.

Riverfront Trail Extension/north segment – the contractor will begin work once the NPDES permit is obtained.
DNR Land Swap – the revised appraisal will be provided to Department of Natural Resources for review. Once approved by DNR, the boundary will be staked.
Sewer inspection – project bids will be opened on January 18th.
Westside Lift Station Pump Replacement – the city is currently obtaining quotes to complete the work.

Council and Ad Hoc Committee Reports:

Mayor Paul Helenberg State of The City Report: The mayor complimented staff on their efforts to improve the city. He noted that the police department received over \$74,000 in grants last year, the public works department acquired over \$3 million dollars and funding has been obtained to implement the city's business feasibility plan. In 2010, the city completed the first phase of the boat launch project, completed reconstruction of the water treatment plant and worked with property owners on the upcoming annexation. Also in 2010, the city entered into contracts for a new city attorney, prosecuting attorney and indigent defense attorney. New hires included an electrical control specialist and an Exhibit Hall/Visitors Information Director. The city also completed acquisition of new property for the trailhead at the north end of the city. In addition, two new business developments will be completed in 2011; a Red Canoe Credit Union and a dental office building. Mayor Helenberg stated these accomplishments show that the city is moving in the right direction.

Mayor Helenberg stated that staff worked diligently on development of the 2011 budget to avoid any staff layoffs or major cutbacks. He added that once the annexation is completed, additional revenues will be available to the city from newly annexed commercial establishments. The mayor stated there were no increases in the water or sewer rates proposed for 2011, however stormwater rates were increased to offset costs relating to future levee certification requirements and pump replacement.

In 2011, the police department has acquired almost \$113,000 in grants, which helps with their departmental programs.

Mayor Helenberg stated he is also looking forward to commencement of the Cowlitz Street West reconstruction project and the north trail extension. In addition, the city has been awarded funds to reconstruct Front Street NW. The mayor stated that additional funding to complete the final phase of the boat launch project has been submitted. Other

2011 projects include updating the park plan, water meter replacement, remodeling of the library (funded by the Amy Thompson Library Trust Fund) and upgrades to the financial accounting system.

The mayor stated that he hopes the annexation will also generate enough revenue to allow the city to review department supervisor salaries. Salary increases for those classifications were not increased in either 2010 or 2011.

In 2012, Mayor Helenberg stated utility rates may need to be increased to offset the PUD electrical cost increases at the plants.

He praised the council for their share in the city's accomplishments and he announced his intent to file for the position of mayor, in the fall. Mayor Helenberg asked council and staff to take added precautions in their work to avoid a similar tragedy suffered in Rainier, Oregon.

Councilmembers No report

Consent Agenda:

Approval of December 27, 2010 regular meeting minutes. Councilmember Mask made a motion, seconded by Reilly to approve the minutes as submitted. By roll call vote, unanimous 'Aye'.

Approval of December 2010 invoices in the amount of \$277,545.47 as described on the Summary of Claims as check numbers 40662 through 40760 for general expenses, check number 21566 through 21622 for payroll expenses and adjustment number 134 for tax payment. Councilmember Mask reviewed all payment vouchers prior to the meeting. Councilmember Queen made a motion, seconded by Pingree to approve payment of December invoices in the amount stated. In answer to Councilmember Pingree's question, Vorse stated that staff has been meeting with telephone providers to seek ways to combine telephone billing services. Vote on the motion: unanimous 'Aye'.

Public Hearing; Mayor Helenberg closed regular session at 8:06 p.m. to take public testimony on the proposed annexation of property, consisting of approximately 275.5 acres, located on the west side of the Cowlitz River. A comprehensive map of the area proposed for annexation was available at City Hall and on the city's website. In addition, notification was posted in four locations within the proposed site. Mayor Helenberg noted that public testimony will be considered prior to adoption of a resolution accepting the annexation petition and authorizing an 'Intent to Annex' be filed with the Cowlitz County Boundary Review Board.

Councilmember Mask stated an individual expressed interest in this issue prior to the meeting, however their property was not located within the proposed area of annexation. Mask stated they were concerned over restrictions on firing a weapon within city limits. Chief Heuer stated shooting in the city limits is not restricted, providing that the action does not endanger anyone.

There being no further testimony, Mayor Helenberg closed the public hearing and resumed regular session at 8:16 p.m.

REGULAR AGENDA

Old Business –

Request to remove hiring freeze for public works position and supplemental information. Councilmember Mask asked that this issue be tabled until the first meeting in February, since he will be absent from the January 24th regular council meeting.

Update on Jackson Street stormwater retention pond issue. In response to a citizen concern, Vorse stated he was directed by city council to have the issue reviewed by the city's risk manager. The risk manager is advising that the area be fenced to deter access. City Attorney Frank Randolph concurred with the risk manager's recommendation for a four foot chain link fence. In response to Councilmember Mask's suggestion to place plants in the retention pond, Vorse stated it would be detrimental to plant vegetation that would shed leaves and it would be difficult to maintain the plants once it is fenced. Mayor Helenberg also noted that it is important to retain visibility into the drainage area. By consensus, councilmembers agreed to have Vorse prepare costs for installation of a four foot tall fence.

New Business –

Resolution No. 2011-01, a resolution authorizing application for funding assistance for a Boating Facilities Program (BFP) project to the Recreation and Conservation Office (RCO) as provided in Chapter 79A.25 RCW, on first reading. Councilmember Mask made a motion, seconded by Reilly to approve the resolution, on first reading. By roll call vote, unanimous 'Aye'.

Resolution No. 2011-02, a resolution approving annexation petition and authorizing an Intent To Annex be filed with the Cowlitz County Boundary Review Board, on first reading. Councilmember Mask made a motion, seconded by Queen to approve the resolution, on first reading. By roll call vote, unanimous 'Aye'.

Authorization to enter into a license for a Use of Right-of-Way permit for 211 Second Avenue SW for placement of a picnic table. Covington stated that an existing agreement was entered into by the city for placement of the picnic table. The property recently has been sold and a new agreement is required. Councilmember Mask made a motion, seconded by Reilly to continue authorization of a picnic table on city right of way, for the new owners of 211 Second Avenue SW. In response to a question from resident Donna Williams, Mayor Helenberg confirmed that the agreement is for the existing picnic table which is already located on city right of way at that location. Vote on the motion; unanimous 'Aye'.

Mayor Helenberg announced committee and departmental appointments for 2011 as follows:

Mayor Pro-Tempore	Earl Queen
COUNCIL LIAISON TO CITY DEPARTMENTS	
Law Enforcement	Ray Teter
Court	Earl Queen

Finance	Ray Teter
Library	Jack Reilly and Mike Mask
Parks/Public Works	Glenn Pingree
COMMITTEE APPOINTMENTS	
Mosquito Board	Ed Smith
9-1-1 Council *	Representative: Earl Queen Alternate: Paul Helenberg
Lower Columbia Community Action Council (LCCAP) *	Jack Reilly
Emergency Management Advisory Committee *	Paul Helenberg
Cowlitz Health Dept/Public Health Advisory Committee	Jack Reilly
Cowlitz-Wah. Council Of Govts (CWCOCG)	Representative: Ryana Covington Alternate: Jack Reilly
Regional Transportation Planning Organization (TAC) and RPACT	Representative: Dave Vorse Representative: Earl Queen
Cowlitz Substance Abuse Council	Mike Mask
Regional Information Forum	Ryana Covington
Cowlitz Economic Development Council	Representative: Dave Vorse Alternate: Ryana Covington
Watershed Mgmt/Salmon Recovery Committee	Representative: Earl Queen Alternate: Dave Vorse
Regional Utility Board * (2 Elected Reps)	Representative: Paul Helenberg Representative: Glenn Pingree
CDBG Home Rehab Committee *	Mike Mask
Audit Committee Members * (3)	Primary: Ray Teter/Glenn Pingree Signature: Teter/Pingree/Mask
Chamber of Commerce	Representative: Ryana Covington Alternate: Paul Helenberg
Exhibit Hall Society	Paul Helenberg
CARE Coalition	Glenn Pingree
Housing Advisory Committee	Jack Reilly
Tourism Stakeholder Committee	Karen Johnson
Cowlitz-Lewis Economic Development District * (Alt. can be non-elected official)	Boardmember: Mike Mask Alternate: Ray Teter
Vulnerable Adult Task Force	Bob Heuer and Glenn Pingree
Public Information Officer (PIO)	David Vorse

Councilmember Mask suggested the mayor also consider a council representative be appointed to the building/planning departments. City Attorney Randolph cautioned that any meetings with the Audit Committee be limited to only two council members. Covington stated that the Summary of Claims requires three council signatures. Councilmember Reilly added that the Audit Committee has one member assigned to review financial reporting and the other two members usually rotate to review monthly expenditures.

In answer to Mayor Helenberg's question, Covington noted that RCW 35A.12.065 outlines when a mayor pro-tempore is to be appointed. By consensus, councilmembers agreed to retain Councilmember Queen as the pro-tempore.

Policy to allow reimbursement of Medicare Part B and Part D expenses to LEOFF I retirees as supplemental insurance. Covington stated one of the city's LEOFF I retirees soon will be eligible for Medicare benefits. Medicare Part A coverage is available to everyone. However Medicare Part B coverage is an optional coverage, at a cost of approximately \$100 per month; which is deducted directly from their monthly Social Security pay. Those not signing up for the Part B coverage at the time of eligibility are heavily penalized if they decide to choose coverage at a later date. Covington distributed a memorandum which included the policy adopted by Cowlitz County for their LEOFF I retirees. Cowlitz County has found it to be more cost effective to encourage the retiree to sign up for Part B because that coverage then becomes the primary and the county's supplemental insurance costs are reduced. Covington stated the city's policy for AWC Employee Benefit supplemental coverage is currently \$1417.10 per month for each of the two LEOFF I retirees. If the eligible retiree signs up for Medicare Part B coverage, the city's supplemental insurance cost would be reduced to \$903 per month for that retiree. Covington requested council consider implementing a policy to allow reimbursement of Medicare Part B costs to the LEOFF I retiree, providing coverage is applied for at the time of eligibility. In answer to Councilmember Mask's question, Covington stated reimbursing the eligible LEOFF I retiree for the cost of Part B coverage is not mandatory for the city, however it provides an incentive to the retiree to participate in that coverage, which conversely reduces the cost to the city for supplemental insurance coverage. Councilmember Mask made a motion, seconded by Reilly to deem it a city policy to reimburse LEOFF I retirees the cost of their Part B medical coverage, once they become eligible and provide proof of signing up for the program. By roll call vote, unanimous 'Aye'.

Leak adjustment requests:

- David and Deborah Ezell, Front Avenue SW, in the amount of \$174.29 (per city policy, reimbursements over \$100 require council approval). Councilmembers reviewed the supplemental documentation and deemed an adjustment is warranted in concurrence with city policy. Councilmember Pingree made a motion, seconded by Mask to approve the adjustment as requested. By roll call vote, unanimous 'Aye'.
- Wilson Oil Company, Allen Avenue, in the amount of \$401.84. Vorse stated the adjustment requested is for 100% of the loss due to equipment failure resulting from a broken meter. Councilmember Reilly made a motion, seconded by Queen to approve the adjustment in the amount denoted. By roll call vote, unanimous 'Aye'.

Councilmember Mask requested that a donation be sent to the family of Rainier Police Chief Painter. Mask stated he has known the family for over twenty-one years and he asked councilmembers to assist. He will be personally donating \$100 for this cause. Councilmember

Pingree suggested that any donations be made on a personal basis. Mask stated an account has been provided at Bank of America for donations to the Painter family.

Mayor Helenberg read a letter from Judi Feist commending the work done by Public Works Director Dave Vorse to improve the community. Mr. Vorse responded that these projects only happen through leadership from the council and hard work from his employees.

Councilmember Mask reported that he has spoken with visitors from Arkansas. They remarked how impressed they were with the community. Councilmember Pingree agreed that staff, council and community volunteers are all working diligently to better our community. He also noted that events such as the Spring Clean-up make a huge difference.

Mayor Helenberg adjourned the meeting at 8:41 p.m.

Mayor Paul Helenberg

Clerk-Treasurer

The City of Castle Rock ensures compliance with Title VI of the Civil Rights Act of 1964 and American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provision of benefits and services from its federal assisted programs and activities. If you need special accommodations to participate in this meeting, please contact Ryana Covington at 360/274-8181 by 9:00 a.m. three days prior to the meeting.