

- 0003 Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:34 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Glenn Pingree, Earl Queen and Mike Mask. Councilmember Reilly was absent due to surgery.
- 0075 Councilmember Mask made a motion, seconded by Queen to approve the minutes of the March 16, 2010 Special Council Meeting. By roll call vote, Pingree abstained, the rest Aye, motion passed.
- 0111 Councilmember Mask made a motion, seconded by Queen to approve the minutes of the March 22, 2010 Special Council Meeting. By roll call vote, Pingree abstained, the rest Aye, motion passed.
- 0145 Councilmember Mask made a motion, seconded by Queen to approve the minutes of the March 22, 2010 Regular Council Meeting. By roll call vote, Pingree abstained, the rest Aye, motion passed.
- 0178 Vic Verhasselt, ABT Development, reports that construction at the Lois Dye Subdivision is complete. Mr. Verhasselt will provide documentation of permit approval from Cowlitz County. Final approval is still needed from Public Works Director David Vorse and City Engineer Mike Johnson. Clerk-Treasurer Ryana Covington noted that some fees also remain. Verhasselt stated that today is the extension deadline. Mayor Helenberg suggests accepting an extension of an additional month to allow sufficient time for all conditions of final plat approval to be met.
- 0511 Councilmember Mask made a motion, seconded by Pingree accepting Mr. Verhasselt's extension agreement to May 10, 2010, for final plat approval of Lois Dye Subdivision. By roll call vote, unanimous Aye.
- 0692 City Attorney Frank Randolph reports that he is working on an amendment of the animal control ordinance and council procedures.
- Randolph requests payment of the \$230 registration fee to attend the Washington State Association of Municipal Attorneys Conference in Vancouver on May 5th through 7th as specified in the legal services contract.
- 0754 Councilmember Mask made a motion, seconded by Teter to expend \$230 for the registration fee for Mr. Randolph to attend the Washington State Association of Municipal Attorneys Conference in Vancouver, Washington. By roll call vote, unanimous Aye.

Mayor Helenberg requests that Randolph and Police Chief Bob Heuer review an ordinance from the City of Chehalis which excludes businesses that distribute drug paraphernalia or adult material from operating in the downtown district.

0858 Police Chief Bob Heuer reports that Sergeant Neves has returned from Haiti after a 12 day medical mission.

0894 Public Works Director David Vorse requests acceptance of the Riverfront Trail Repair Project as complete. This project, funded by the American Reinvestment and Recovery Act, repaired the section of trail that was removed as part of the Army Corps of Engineers Levee Cutoff Wall Project.

In response to a question from Mayor Helenberg, Covington specified that the requirements before the release of the retainage can take up to 45 days.

0995 Councilmember Mask made a motion, seconded by Queen to accept the Riverfront Trail Repair Project as complete. By roll call vote, unanimous Aye.

1043 Vorse requests approval of Supplemental Agreement Number 1 for additional engineering and environmental services for the Riverfront Trail Extension Project Phase 2 with Gray & Osborne in the amount of \$8,122. This is for the additional engineering services needed for repair of the ADA ramp due to the grade changes caused by the Corps project and the additional project components as part of the Aquatic Lands Enhancement Account (ALEA) grant.

In response to a question from Councilmember Mask, Vorse clarified that these items were not contained in the original scope of work for this project as the ADA ramp disconnection and ALEA funding was unforeseen.

1197 Councilmember Queen made a motion, seconded by Pingree to approve Supplemental Agreement Number 1 for additional engineering and environmental services for the Riverfront Trail Extension Project Phase 2 with Gray & Osborne in the amount of \$8,122. By roll call vote, unanimous Aye.

1228 Vorse reports that a meeting of the Boat Launch Committee was held on April 5th to review proposed fees. This committee recommends \$5 per day parking/launch fee and \$15 for a three-day parking/launch fee, with the business license requirements for guides exempted.

Due to discussions with business owners, Mayor Helenberg proposes fees include a \$5 per day fee and an option for an annual pass fee of \$100. The mayor estimated \$7,000 to \$8,000 will be needed for launch maintenance costs during the first year of operation. In response to a question from Councilmember Mask, Mayor Helenberg specified that these fees would apply to everyone. If a guide paid \$5 per day it would significantly increase their annual costs to an estimated

\$300 to \$400. Following a year of maintenance and expenditures the boat launch fees can be reviewed and revised, as needed.

Buck Savage, Allen Avenue SE, objected that these fee options would be prohibitive to seniors that plan to launch eight or nine times per month. Seniors and veterans cannot afford \$100 and should be given an annual pass for \$45. Savage felt that the lower fee would increase usage and income. Savage also voiced concern that fishing guides will block usage of the ramp for extended periods while waiting for clients, as they do at other sites.

Mayor Helenberg explained that the funding agency has specified that once the parking lot meets 75% capacity, guides and their clients will be required to park at the alternative lot. The guides have offered assurances that they will be courteous. Business owners have confirmed that the guides do bring significant business into town. The guides have also promised to donate funds and labor for launch maintenance.

Bob Janisch, Boat Launch Committee member, noted that the business license fee would not have been used for launch maintenance. Considerable revenue will be realized from guide clients at \$5 each. In addition, Mr. Janisch specified that the pay machine will not be equipped to give change. He felt the \$5 per day launch fee is a bargain compared to other fishing related costs.

In response to a question from Mr. Janisch, Mayor Helenberg confirmed that the launch must be self sustaining as the city does not have funds to maintain it. The annual pass will be valid from January 1st to December 31st with no discount for a partial year.

In response to a question from Glen Meyers, Mayor Helenberg confirmed that disabled veterans can launch free, after obtaining a pass that will be available at City Hall.

In response to a question from Russell Barnes, Mayor Helenberg stated that in the near future, utilities will be installed to allow for an on-site launch host. This host will verify permits and notify the police when there are issues.

Steve Stover noted that the annual pass at Toledo and Willow Grove launches is \$40. Mayor Helenberg pointed out that the volume of usage at this launch is unknown at this time. In addition, the Department of Fish & Wildlife may eliminate the ability to launch from nearby gravel bars due to environmental concerns.

In response to a question from Councilmember Queen, Vorse indicated that there are no grants available for maintenance or to complete the launch facility during these difficult economic times. An application was submitted to the Weyer-

haeuser Company for mitigation assistance, but notification was received that indicated they would only be providing emergency assistance during these times.

George Comstock, Michner Street SW, feels that the fee will be a hardship on seniors.

Greg Marcil, Shear Street SW, agrees that an annual pass option is needed. He also noted that a cost analysis was conducted by the prior council to ascertain maintenance expenses. Mayor Helenberg pointed out that the restroom had to be eliminated from construction, and the cost of portable facilities will add to the annual maintenance costs. In addition, approximately \$2,000 for gravel is needed as the amount of asphalt paving was also reduced due to funding constraints. In addition, most other area launches are supplemented with maintenance funding from the Department of Fish & Wildlife.

Sport Fishing Guides of Washington Secretary Mark Maker thanked the Boat Launch Committee for considering suggestions. He felt that the income generated should be re-evaluated at the end of September following the busy fishing season. Maintenance costs are unknown at this time as there could be silting problems.

In response to a statement from Councilmember Mask, Councilmember Queen pointed out that the majority of fishermen are senior citizens.

Tape 1 of 2

Side B

Councilmember Teter noted that the annual pass equates to just over \$8 per month. He also voiced support for a fee review at the end of September.

Lee Kessler, Clearwood Court SE, believes that a \$100 pass for the first year will not provide accurate fiscal statistics, as the cost will keep potential users away.

Mayor Helenberg pointed out that the fee to launch is relatively inexpensive in comparison to the expenditures for the boat, fuel and other gear required for fishing.

Sally Barnes suggests that a fee of \$75 would provide a greater income due to higher usage.

In response to a comment from Lee Kessler, Glen Meyers specified that there is minimal fishing during the first four months of the year. Launch revenues will be realized during the last eight months.

In response to a question from Councilmember Teter, Mayor Helenberg confirmed that the recommendation of the Boat Launch Committee was a \$5 per day fee with no option for an annual pass. Greg Marcil favored inclusion of an annual fee and spoke in support of the proposed \$100 annual fee .

3315 Councilmember Queen made a motion that no decision is to be made on the fees until all councilmembers are present to make a decision on the boat launch fees. Councilmember Teter pointed out that the decision could be extended for an indefinite period before all councilmembers can attend a regular meeting. Motion died for lack of a second.

3374 Councilmember Pingree made a motion, seconded by Queen make a decision by resolution on the boat launch fees during the April 26, 2010 Regular Council Meeting.

Discussion: Councilmember Pingree wants some time to review this issue further before making a decision. Mayor Helenberg hopes to have the launch open by the end of this month. Councilmember Mask indicated that two readings are needed to pass a resolution. Covington noted that staff will need direction on the fees before a resolution can be drafted for council consideration.

Vote: By roll call vote, unanimous Nay, motion failed.

3565 Councilmember Mask made a motion to set the boat launch fee at \$100 for this year only, until December 31, 2010, and then re-evaluate the fee during the first council meeting in January, 2011. In addition, disabled veterans will be exempt if they provide proof of a Disabled Veteran Card. City Attorney Frank Randolph cautioned that this motion contains two unrelated topics, the amount of the fee and when to review the fee. Motion died for lack of a second.

3658 Councilmember Mask made a motion, seconded by Teter to set the boat launch fee at \$100 per year, \$5 per day parking fee and disabled veterans will be free upon providing proof with a Disabled Veteran Card. By roll call vote, Teter and Mask Aye, Pingree and Queen Nay, Mayor Helenberg cast the deciding Aye vote, motion passed.

Clerk-Treasurer Ryana Covington stated that a resolution will be prepared for the next regular meeting.

3777 Public Works Director David Vorse presented a cost analysis for hauling biosolids. The cost in 2009 to contract with Waste Control for this service was \$5,354. Alternatives to reduction of this cost include:

Option A: Purchase a 10 yard dump truck for \$26,000, as budgeted. According to information obtained from the Washington State Department of Transportation, maintenance and fuel for a 10 yard dump truck is approximately \$10/hour (for trucks 15 years old or newer), over 15 years old would be at \$15/hour. This does not take into account any major failures.

If a 20 year old truck is purchased, the estimated expenditures would be \$15/hour for 10 hours/day = \$150/day; 2 days of hauling 6 times per year = 12 days; \$150/day times 12 days = \$1800/year for the purpose of hauling biosolids. The indirect labor cost for hauling = \$1,570/year. Additional benefits include the ability to use this vehicle to haul sand, rock or asphalt. The negative side to this option would be the employee time, making them unavailable for other duties.

Option B: Purchase two 20 yard boxes that can be hauled by a contractor for an estimated cost of \$10,000 to \$12,000. This would save the annual box rental of \$872. The benefit of this option would be that an employee would not be taken away from other duties. This would require a smaller amount of capital investment, with little maintenance cost.

Option C: Continue with the current program of contractor provided service at an annual cost of \$5,354. The benefit of this option is that the city would have no maintenance, time or labor expense. Also there is no capital expenditure required.

In response to a question from Councilmember Teter, Vorse estimated that the boxes have a life span use of 20 years.

In response to a question from Councilmember Mask, Vorse stated that his preference is the purchase a dump truck, as budgeted. He stated this option provides him with greater versatility of use.

- 4092 Councilmember Mask made a motion, seconded by Pingree to approve the purchase of a 10 yard dump truck with the cost not to exceed \$26,000.

Discussion: Councilmember Pingree feels that it would have been a benefit to have a dump truck available during the last flood. Mayor Helenberg disagreed, citing that public works employees were otherwise occupied and long term maintenance of the truck could easily become cost prohibitive. Councilmember Teter concurred with the mayor, the cost to purchase a box does not require a large investment and there is no maintenance expense. Purchase of an older vehicle could require major expenditures and may not be available when needed. Teter noted that the provision of maintenance costs was not included in the current year budget.

In response to a question from Councilmember Pingree, Vorse specified that both 20 yard boxes are filled and hauled when the belt press is run. The same amount of biosolids will require four trips, using the ten yard dump truck.

Vote: By roll call vote, unanimous Nay, motion failed.

- 4434 Councilmember Teter made a motion, seconded by Queen to purchase two 20 yard boxes for the purpose of hauling biosolids, with the cost not to exceed \$12,000.

Discussion: In response to a question from Councilmember Mask, Vorse clarified that although Waste Control donates boxes for the annual Cleanup Day, those boxes could be available for those types of events, if needed.

Vote: By roll call vote, unanimous Aye.

- 4536 Mr. Vorse distributed pictures of a tree located at 442 Second Avenue SW. The resident notified Vorse of the damaged tree limb, which is considered an urgent hazard, which must be removed. Due to the location of the limb, removal of the hazardous limbs will require a professional contractor. The estimated cost for this work is \$800.

In addition, Vorse distributed pictures of a dead Cedar tree, located at 178 Mallory. The estimated cost to remove this tree is \$600. Due to the size of this tree, Vorse also deems this to be an emergency hazard.

Point of order: Covington noted that the two above stated items were not included on the published council agenda, however they are considered emergencies by the Public Works Director and therefore require immediate council action.

Polly and Bob Ross submitted a written request to the city council for removal of a tree located at 340 'B' Street SW. Vorse stated the estimated cost to remove this tree would be \$400. He noted this tree is neither dead nor dying, however it has become an issue in the city right-of-way. Councilmember Queen stated he has spoken with Mr. Ross and provided alternatives to removing the tree.

Vorse stated that the Street Fund line item for this service was budgeted for only \$500. Mayor Helenberg felt that \$1800 to remove all three of the trees is a reasonable estimate and asked city council to provide directive of this issue.

- 4858 Councilmember Mask made a motion, seconded by Pingree to allocate up to \$2,000 to contracted for professional tree service to mitigate problems with three separate trees issues located at 442 Second Avenue SW, 340 B Street SW and 178 Mallory, as described.

Mayor Helenberg noted that the tree on Second Avenue SW be considered of the highest priority for mitigation.

By roll call vote, unanimous 'Aye'.

0013 Covington requested approval for payment of March expenditures in the amount of \$382,883.04 as described on the Summary of Claims and further described as check numbers 39705 through 39811 for general expenses and check numbers 21128 through 21178 for payroll expenses. Councilmember Mask reviewed the claims prior to this meeting.

0032 Councilmember Queen made a motion, seconded by Pingree to approve the March invoices as described on the Summary of Claims in the amount of \$382,883.04.

Discussion: Councilmember Mask reported that bond payments are included in the total expenses being approved.

Vote on the above motion: unanimous Aye.

0117 Librarian Vicki Selander requested council approval to re-hire the employee whose position was eliminated last year when the excess levy failed. In answer to Mayor Helenberg's question, Covington stated this person is trained and personnel policy for full-time employees allows for reinstatement procedures.

In answer to Councilmember Mask's question, Selander stated the library is currently open five days per week, for six hours each day. She would like to increase the hours to include being open one-half of a day, on Saturday. Selander stated there have been numerous complaints regarding no service on weekends. Additionally, Selander stated the added position will allow the library to remain open in case of illness.

Mayor Helenberg agreed to present an offer of re-hire to Rebecca Edmiston for the reinstated Assistant Librarian position. Council, by consensus, approved of the mayor's action.

0437 Mayor Helenberg announced that the Rita Baxter, Exhibit Hall Director has resigned, effective April 30th. The mayor will be evaluating other options for management of the center, prior to deciding to fill the position. Mayor Helenberg stated he would be speaking with the Exhibit Hall Board of Directors and the Castle Rock Senior Center. He feels the Exhibit Hall is a very important part of the community.

0656 Council Report of Meetings:

Councilmember Pingree attended the CARE Coalition meeting and the training session sponsored by Cowlitz-Wahkiakum Council of Governments.

Councilmember Queen attended a meeting with Chief Heuer and Mayor Helenberg.

Mayor Helenberg met with Susie Barker, Castle Rock School Superintendent.

The school district will be submitting a Community Development Block Grant for planning only and has asked if the city would consider partnering on the project. The school district also will be soliciting partnerships from the Senior Center, CARE Coalition and North County Recreation Association. The project will include planning for development of a community building to meet the needs of children between the ages of 8 through 15 year olds.

By consensus, council agreed to be included as a partner in the Castle Rock School District grant.

Councilmember Mask attended the Cowlitz-Wahkiakum Council of Governments Annual luncheon.

- 1026 Councilmember Pingree made a motion, seconded by Queen to approve Ordinance No. 2010-03, an ordinance amending Ordinance No. 2009-09 regarding provision of rates for customers affected by the Westside utility transfer, on second reading. By roll call vote, unanimous 'Aye'.
- 1116 Councilmember Pingree reminded councilmembers that the reason the boat launch was developed was to provide emergency access. This need became apparent after two separate boating fatalities occurred on the river. Emergency agencies worked with legislatures to find a means to provide such access. In addition, one individual worked diligently to make sure the boat launch project continued to progress. Pingree noted that the late Alan Helenberg made sure that people had use of the river, was instrumental in having the High Banks area reopened for fishing access, and volunteered numerous hours in maintaining the esthetics of the area. Councilmember Pingree summarized that Alan Helenberg loved the river, loved to fish, and he was always there to help to help people.
- 1331 Councilmember Pingree made a motion, seconded by Mask to honor the late Alan Helenberg's community services by dedicating the name of the boat launch the Alan Helenberg Memorial Boat Launch. By roll call vote, unanimous 'Aye'.
- 1611 Councilmember Pingree stated the city will be planning an official opening for the boat launch. He recommended that congressional leaders, elected officials, and everyone involved in the development of this launch be invited to this official ribbon cutting ceremony. By consensus, councilmembers scheduled the ceremony for Saturday, June 19th.
- 2025 Mayor Helenberg scheduled a council workshop meeting for Saturday, May 22nd to establish long and short-term goals, provide staff with budget setting directives and develop an organizational mission statement for the city. The time and location of the meeting will be determined later.
- 2407 Mayor Helenberg adjourned regular session at 9:30 p.m. for a 10-minute Executive Session to discuss a personnel contractual issue. Formal action may

follow the Executive Session.

2518 Mayor Helenberg reconvened regular session at 9:53 p.m. There being no action taken, the meeting was adjourned.

Mayor Paul Helenberg

Clerk-Treasurer