

CALL TO ORDER

Mayor Paul Helenberg called the May 26, 2020 regular meeting of the Castle Rock City Council to order at 7:30 PM, followed by the Pledge of Allegiance. The following councilmembers were present via phone: Art Lee, Lee Kessler, Earl Queen and Paul Simonsen. Councilmember Ellen Rose was excused.

Also present: Police Chief Scott Neves, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

Please note:

1. *This meeting was a call-in meeting due to Washington State Governor issued Proclamation 20-28 which includes temporarily prohibiting in-person public attendance at meetings subject to the Open Public Meeting Act (OPMA). Call-in instructions were provided on the Agenda.*

AGENDA APPROVAL

Added two items to the agenda under New Business.

1. Request for Approval; Motorola Solutions Quote and Purchase Addendum.
2. Request for Approval; Vision Quote

Councilmember Queen made a motion, seconded by Kessler to approve the Agenda. Motion carried by roll call vote, unanimous 'Aye'.

BUSINESS FROM THE FLOOR

None

DEPARTMENT REPORTS

Public Works Director Dave Vorse

-Dougherty Dr Project is moving along. Beginning tonight, the roadway will be closed to allow for excavation and removing the roadway, with compaction. Weather permitting, paving will begin. Following the paving, there will be guardrail and light poles left to complete.

Police Chief Scott Neves

-working with the Incident Management Team; down to one day per week. Cowlitz County has moved to Phase 2. Application for Phase 3 will begin soon.

Clerk-Treasurer Carie Cuttonaro

- working on FEMA & CARES Act funding applications.
- Annual Report for TBD was submitted May 15th.
- Annual Report for City was submitted May 20th.

Council and Ad Hoc Committees

No reports given.

CONSENT AGENDA

Meeting Minutes

1. Approve the minutes of the May 11, 2020 Regular Council Meeting.

Councilmember Queen made a motion, seconded by Kessler to approve the Consent Agenda. Motion carried by roll call vote, unanimous 'Aye'.

OLD BUSINESS

None

NEW BUSINESS

1. Ordinance No. 2020-03, an ordinance of the City of Castle Rock, Washington entering into a garbage and refuse collection and disposal agreement with Waste Control, Inc., on first reading.

Public Works Director Dave Vorse stated the current Franchise Agreement is expiring with Waste Control to pick up the garbage in town. Worked with Joe Willis, one of the owners of Waste Control and had a good negotiation. Previously, the City received a 3% franchise fee. We renegotiated and while the City will not receive a franchise fee, we will be receiving a 6% utility tax, doubling the income to the General Fund. In addition, the City will receive free garbage service at all locations currently receiving service and two new dumpsters downtown. It's a very good contract and Waste Control was responsive to our suggestions and will work well for the next ten years.

Joe Willis stated it was an honor to work with Dave Vorse and that he came up with a really good option that is a win-win for both of us.

Councilmember Kessler made a motion, seconded by Simonsen to approve Ordinance No. 2020-03, on first reading. Motion carried by roll call vote, unanimous 'Aye'.

2. Resolution No. 2020-04, a resolution authorizing submitting an application for grant funding assistance to the Recreation and Conservation Office for a trail and restroom project, on first reading.

Public Works Director Dave Vorse stated this grant application would include a picnic area and restroom to the North Trail Head where Huntington Ave N and Front Ave N meet, extend the trail from the North County loop to behind Green Acres by four tenths of a mile, and include a trail from Whittle Creek south to Arkansas Creek and out to West Side Hwy, a mile in length, with picnic shelters and tables.

This particular grant, due to COVID-19, would be funded at 75% and the other 25% will be covered with labor and materials. Grindings from asphalt and concrete would be used.

Councilmember Kessler made a motion, seconded by Simonsen to approve Resolution 2020-04, on first reading. Motion carried by roll call vote, unanimous 'Aye'.

3. *Added Discussion Item* Police Chief Scott Neves stated the City of Longview and Cowlitz County have been working on a Spillman upgrade, called "Spillman Forms", which improves the data entry in the field and reduces data entry on the clerical side. The project was slated to roll out this year. The City of Longview and Cowlitz County have both approved the expense. Pricing has been secured at a reduced rate if the City would like to also do the upgrade. This was not previously included in the budget. We should be able to complete this project within the Police Department's budget without impacting others. Project cost is \$4,500.

Mayor Helenberg added we should do this as it saves on paperwork.

Councilmember Queen made a motion, seconded by Kessler to approve the Spillman upgrade, not to exceed \$4,500.

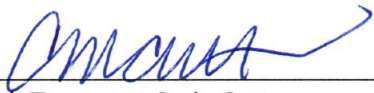
4. Mayor Helenberg stated Vision will be at a nearby location and can piggyback on that trip to complete the Vision server upgrade. The upgrade is \$1,035, including tax. Labor will be \$125 per hour. Clerk-Treasurer Carrie Cuttonaro added that the labor should be less than one hour to

complete. In addition a wireless access point can be installed to allow council meetings to be held web-based through GoToMeeting. The total cost, including tax is \$1,210.15. Labor is additional. The cost of the wireless access point can be included for reimbursement through the CARES Act.

Councilmember Kessler made a motion, seconded by Queen to approve the Vision quote including the wireless install not to exceed \$1,210.15 plus labor. Motion carried by roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:54 PM.



Clerk-Treasurer Carrie Cuttonaro



Mayor Paul Helenberg