

CALL TO ORDER

Mayor Paul Helenberg called the September 28, 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/computer: Art Lee, Lee Kessler, Earl Queen, Paul Simonsen and Ellen Rose.

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 virtual 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). Connectivity instructions were provided on the Agenda.*

AGENDA APPROVAL

Councilmember Rose made a motion, seconded by Queen to approve the Agenda. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

PROCLAMATION

Mayor Helenberg proclaimed October 2020 as Domestic Violence Awareness Month.

DEPARTMENT REPORTS

Police Chief Scott Neves

- Cowlitz County Sheriff's Office recognized Officer Yeager for his hard work while assisting WSP with the search of a suspect that fled after a pursuit that went wrong-way on I-5.
- National Prescription Take Back Day will be held October 24, 2020 in the City Hall parking lot utilizing a drive-thru setup.
- Chief Neves has been dispatched to assist as Liaison with the Incident Management Team handling the August Complex Fire in Northern California, along with Cowlitz 2 Fire & Rescue Chief Dave LaFave. Assignment will last 7-14 days.

Public Works Director Dave Vorse

- America in Bloom Symposium begins on Wednesday and runs through Friday. Mayor Helenberg will be participating in the Mayor's Meeting on Wednesday morning. He has been nominated by Vilas Sundberg and the crew out at North County, for the Outstanding Achievement Award. This is the highest single achievement award from America in Bloom. The winner will be announced on Friday. Congratulations to Mayor Helenberg.

City Engineer Tom Gower

- Dougherty Dr. Project update: paving turned out good. A list of items to be corrected has been prepared. Most of the items are ceiling joints, but there are a couple of minor bumps that do need to be prepared. Striping is the final part of the project and is scheduled for the end of this week.

Clerk-Treasurer Carie Cuttonaro

- distributed expense, revenue and investment reports.

Council and Ad Hoc Committees

Councilmember Lee

- informed everyone that we lost a former Councilmember, Arv Shaw.

Mayor Helenberg led a moment of silence in honor of Mr. Shaw. He was a longtime businessperson and Councilmember.

CONSENT AGENDA

Meeting Minutes & Invoices

1. Approve the minutes of the September 14, 2020 Regular Council Meeting.

Councilmember Queen made a motion, seconded by Rose to approve the Consent Agenda. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

OLD BUSINESS

none

NEW BUSINESS

1. Bid Tab Results and Award – Chemical Procurement

Public Works Director Dave Vorse stated the chemical procurement bid process is done annually, and these are chemicals that are needed at the Water Treatment Plant. We received five vendors bid's as stated below.

Bidder	Aluminum Sulfate 4,000 Gallons	12.5% Sodium Hypochlorite 400 Gallons	Sodium Flouride 2,000 lbs	Chlorine 3,000 lbs	Signed	References
Cascade Columbia Distribution Seattle, WA	\$1.45/gal \$5,800.00	\$9.80/gal \$49.00/5gal \$3,920.00	\$.996/lb \$1,992.00	\$3.50/lb \$10,500.00	yes	yes
Univar USA Kent, WA	\$1.49/gal \$5,960.00	no bid	\$0.95/lb \$1,900.00	no bid	yes	yes
JCI Chemicals Tacoma, WA	no bid	no bid	no bid	\$3.3333/lb \$10,000.00	yes	yes
Northstar Sherwood, OR	\$1.64/gal \$6,560.00	no bid	no bid	no bid	yes	yes
Chemtrade Parsippany, NJ	\$1.897/gal \$7,588.00	no bid	no bid	no bid	yes	yes

Staff recommends awarding the bid as follows:

- a. Aluminum Sulfate to Cascade Columbia Distribution for \$1.45 per gallon
- b. 12.5% Sodium Hypochlorite to Cascade Columbia Distribution for \$9.80 per gallon
- c. Sodium Flouride to Univar USA for \$0.95 per pound
- d. Chlorine to JCI Chemicals for \$3.3333 per pound.

Councilmember Kessler made a motion, seconded by Rose to award the bids as presented. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

2. Greener Futures Electric, Inc. Quote #349 to remove all unused electrical equipment in storage room and re-work conduit and circuitry for exterior lights and other necessary equipment not to exceed \$1,674.00 including tax.

Police Chief Scott Neves stated there was old electrical equipment that was left in place after the deletion of the fire siren. This has been a project that has been languishing for a time.

Neves identified funding availability within the Police Department's general fund budget.

Councilmember Rose made a motion, seconded by Queen to approve Greener Futures Electric, Inc. Quote #349 to remove all unused electrical equipment in storage room and re-work conduit and circuitry for exterior lights and other necessary equipment not to exceed \$1,674.00 including tax.

Discussion: Councilmember Kessler inquired into Public Works Department's availability to do the work. Public Works Director Dave Vorse stated they have approximately six other projects they are trying to finish, but if Council is willing to wait, they can add this to their list. Current projects require specific weather or have deadlines that must be met. Neves' added this project could wait if Council would rather have it fall within Public Works' schedule.

Vote on the motion above: Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

3. Acceptance of WEMS Grant (2021-HVE-4060-Region 3 Target Zero Task Force) through Washington Traffic Safety Commission for Emphasis Patrols. Grant amount awarded will be divided between multiple agencies.

Police Chief Scott Neves stated this is annual funding from the Traffic Safety Commission to do the emphasis patrols for DUI distracted driving.

Councilmember Kessler made a motion, seconded by Queen to approve the the WEMS Grant (2021-HVE-4060-Region 3 Target Zero Task Force). Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

4. iPads with keyboards for Councilmember & Mayor use, funded by CARES Act. Total purchase for six bundles is \$2,902.67 including shipping and tax. iPads will provide improved virtual access to meetings.

In responses to Councilmember Kessler's question, Clerk-Treasurer Carie Cuttonaro stated the iPads were suggested by our IT provider, Compass Lane, and that the City of Kelso Council also uses these and they work great. It is a matter of personal preference, but the iPads provide a much simpler format to use on a regular basis, which would make it easier to join the meetings and also see the agenda packet. Councilmember Lee questioned how the iPad would be easier than a laptop. Councilmember Kessler stated iPads are easier to access the apps and is more user-friendly, though not a fan of them himself, but can see how this application would be more simple, especially for people who do not spend a lot of time using technology. Councilmember Lee stated he did not want to have an iPad purchased. Councilmember Lee chose not to receive an iPad. Councilmembers Kessler, Queen, Simonsen and Rose chose to receive an iPad. Mayor Helenberg chose to receive an iPad. Final iPad will be issued to City Hall Finance.

Councilmember Queen made a motion, Rose to approve the iPad bundles purchase. Motion carried by roll call vote. Councilmembers Kessler, Queen, Simonsen, and Rose voted 'Aye'. Councilmember Lee voted 'Nay'.


- 5. Councilmember Kessler informed Public Works Director of a fallen log that is hanging over the trail on the Rock. Public Works Director Dave Vorse stated they would take care of the log.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:55 PM.



Clerk-Treasurer Carrie Cuttonaro



Mayor Paul Helenberg