

December 31, 2021. A comparison of current expenses and revenues from 2017 actual totals through 2021 estimated was available to the public and Council. In addition, the levy calculation summary prepared by the Cowlitz County Assessor was also available for review. The City is limited, by law, to an increase not greater than 1% over last year's actual levy amount, which equates to a total increase of \$17,114 for 2021. No public comment was offered. Mayor Helenberg closed the Public Hearing at 7:43 and reconvened regular session.

#### OLD BUSINESS

None

#### NEW BUSINESS

1. List of COVID-19 expenditures made during 3/12/2020 – 10/15/2020 for reimbursement through CARES Act funding, totaling \$36,172.57.

Councilmember Kessler made a motion, seconded by Queen to approve the expenditures and reimbursement request through the CARES Act in the amount of \$36,172.57. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

2. Estimated \$50,000 of CARES Act funding is available for grant use that may be distributed through a Cowlitz Economic Development Council grant and/or CAP Utility Assistance.

Cuttonaro stated the businesses in Castle Rock have struggled to receive funding through the County's grants, as they are competing with the entire county.

Councilmember Kessler made a motion, seconded by Queen to approve \$50,000 of CARES Act funding for small business grants through Cowlitz Economic Development Council and/or CAP Utility Assistance. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

3. Approval to renew daily courier service contract with NW Enforcement dba Columbia Security. Includes increase in rate of \$45.00 per month for 2021. Automatic annual renewals, with a possible increase in rates of up to 5% or \$25.00 per month (minimum increase) each year. Contract may be terminated anytime, with 30 days advance notice.

Cuttonaro stated that although price is increasing, this option is still cheaper than the service we had prior to Columbia Security.

Councilmember Kessler made a motion, seconded by Lee to approve the renewal of the daily courier service contract with NW Enforcement dba Columbia Security. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

4. Ordinance No. 2020-05, an ordinance fixing the amount to be raised by Ad Valorem taxes for the 2021 budget, on first reading.

Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2020-05, on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

5. Shorelands Shoreline Master Program Agreement No. SEASMP-1921-CiCaRo-00121 with Washington State Department of Ecology in the amount of \$11,200.

Councilmember Kessler made a motion, seconded by Lee to approve the Shorelands Shoreline master Program Agreement No. SEASMP-1921-CiCaRo-00121 with Washington State Department of

CALL TO ORDER

Mayor Paul Helenberg called the October 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, and Earl Queen. Councilmembers Paul Simonsen and Ellen Rose were excused.

Also present: Police Chief Scott Neves, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, City Planner Keshia Owens, 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

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

BUSINESS FROM THE FLOOR

None

DEPARTMENT REPORTS

Police Chief Scott Neves

-Officer Zimmerman and Chief Neves responded to a drug overdose and saved an individual with the use of Narcan.

Public Works Director Dave Vorse

-Huntington Ave S Utilities Extension Project update: of approximately 2,800 feet of line, there is approximately 60 feet remaining to be installed. Hope to have project completed within one week. Vorse stated he is proud of the Public Works crew for their work on this project.

Clerk-Treasurer Carie Cuttonaro

-distributed Expenditure, Revenue & Investment reports. Street Construction Capital Fund is in the negative due to projects, however revenue from reimbursement requests is pending.

Council and Ad Hoc Committees

No reports given.

CONSENT AGENDA

Meeting Minutes

1. Approve the minutes of the October 12, 2020 Regular Council Meeting.

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

PUBLIC HEARING

Mayor Helenberg closed regular session at 7:41 to convene a Public Hearing to review estimated revenue sources for the 2021 expense budget (General Fund) and include considerations of possible increases in property tax revenues (Ad Valorem taxes) to be assessed for the fiscal year ending

Ecology in the amount of \$11,200. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

6. Request to increase purchase amount for vacuum truck from City of Kelso from \$50,000 to \$63,000 plus tax, not to exceed \$70,000. Additional funding to be made by City Water (\$10,000) and City Sewer (\$10,000) to cover purchase.

Public Works Director Dave Vorse stated that the auxiliary motor in the vacuum truck broke down and needed to be replaced at a cost of \$26,000. City of Kelso agreed to make the repairs at a shared cost of 50%, since this happened prior to ownership transfer.

Councilmember Kessler made a motion, seconded by Queen to increase the purchase of the vacuum truck to \$63,000 plus tax, not to exceed \$70,000 with an additional transfer from City Water and City Sewer at \$10,000 each with any remaining funding to stay in the Public Works Vehicle Replacement Fund to be used for future purchases. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

7. Bid Results – Police Department Ductless Heating & Air Conditioning.

Public Works Director Dave Vorse stated that there were two options, but that one of the vendors came up with a third option to use one outside unit and three ductless heads, which provides a considerable amount of savings. This vendor would have been the low bidder even if the third option had not been presented. There is also a \$3,000 rebate from the PUD.

Police Chief Scott Neves added that this is the perfect opportunity to get this project done and that if we wait to go back at a later date, the cost will go up significantly.

Staff's recommendation is to approve the third option with one outside unit and three heads.

Councilmember Kessler made a motion, seconded by Queen to approve the Option 3 made by Entek Corporation in the amount of \$14,610.24 with \$9,000 reimbursed by REET and \$2,610.24 paid by Local Criminal Justice Fund 145. Motion carried by roll call vote. Councilmembers Lee, Kessler, and Queen voted 'Aye'.

#### ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:57 PM.

  
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Clerk-Treasurer Carrie Cuttonaro

  
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Mayor Paul Helenberg