

CALL TO ORDER

Mayor Paul Helenberg called the January 25, 2021 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 or computer: Art Lee, Earl Queen, and Paul Simonsen. Councilmembers Lee Kessler and Ellen Rose arrived at 7:35 PM.

Also present: Acting Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, City Planner Gregg Dohrn, CRCDA Representative Nancy Chennault 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 Rose arrived at 7:35 PM.

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

Councilmember Kessler arrived at 7:35 PM.

PROCLAMATION

Mayor Helenberg proclaimed February 2021 as Teen Dating Violence Awareness Month.

Cait Ernest, Emergency Support Shelter Advocate, thanked the Mayor and Council for their support.

BUSINESS FROM THE FLOOR

-none

DEPARTMENT REPORTS

Acting Chief Charlie Worley

-Officer Yeager has been asked to participate in the upcoming SWAT cycle. Yeager passed the test with flying colors, and has been approved by Lower Columbia SWAT to become a new member. Training will begin this year, with updates and training every month. Pending COVID-19, there will be a "SWAT Week" later in the year. It will be nice to have Yeager on board where we have the ability to have closer ties with people that can handle bigger situations, and to have those resources available.

Public Works Director Dave Vorse

-Castle Rock Blooms has been awarded the "Small Town America Civic Volunteer Award" and was honored as "a Top 100 National Award Winner for Outstanding Civic Volunteerism".
-reviewed the annual report outlining completed projects for 2020 and proposed projects for 2021 for the Public Works Department. Vorse noted there were 150 projects, of which 105 were completed, 35 are in progress and 10 were postponed. There are 136 projects currently proposed in 2021. Vorse stated he has great appreciation and pride for the Public Works Crew, adding that they are our heroes that will keep our water system running, with safe, potable water, and treating the waste in a manner that is above the State's standard.

Clerk-Treasurer Carie Cuttonaro

-distributed final 2020 Ending Fund Balance, Expenditure, Revenue, Cash & Investment reports. Cuttonaro noted the Library fund expended more than the budgeted amount and this is due to a final payout on a resignation that was not anticipated. The Drug Enforcement Fund also expended more than the budgeted amount, due to the purchase of a surveillance vehicle, that did have prior approval for purchase, but was not budgeted. Investments for the year earned the City over \$8,300 in 2020.

Council and Ad Hoc Committees

Mayor Paul Helenberg

-requested a Workshop (special meeting) on February 8th at 6:30 PM with City Planner Gregg Dohrn to discuss planning changes proposed by Dohrn.

-City is receiving an award for 2019 from the Washington State Department of Ecology. They recognize the exemplary effort and work accomplished by the City of Castle Rock and it's dedicated team at the Castle Rock Wastewater Treatment Plant.

CRCDA Representative Nancy Chennault

-committees and action teams are working on an annual review report for 2020. Due to the cancellation of the annual meeting, this report is being prepared that will cover 2019 & 2020. Report will be available online.

CONSENT AGENDA

Meeting Minutes & Invoices

1. Approve the minutes of the January 11, 2021 Regular Council Meeting.
2. Approve the December 2020 open period invoices as described in the Fund Transaction Summary Report, in the amount of \$38,509.51.

Councilmember Queen made a motion, seconded by Kessler 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. Darrell Clark & Scott Clark, 136 Green Acres Way, requests a utility adjustment for the November/December billing in the amount of \$1,430.16 due to a leak, in accordance with CRMC 13.06.130.

Public Works Director Dave Vorse reviewed this request and stated it meets the CRMC requirements.

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

2. Tree issue in ROW behind 839 Front Ave SW.

Public Works Director Dave Vorse and CRCDA Representative Nancy Chennault presented drone video footage taken by Della Franklin, of damage to a tree caused by the recent wind storm which had wind gusts between 35 to 50 mph. Consensus is this is a healthy tree and is behaving as expected, including shedding limbs and growing multiple trunks. It has multiple vertical leaders. It is a coast Sequoia Redwood that was planted approximately 50-60 years ago by a prior homeowner within the City Right-of-Way. A fence has enclosed the area, encroaching onto City property.

Vorse will obtain a certified arborist's opinion and report back to Council.

3. Review and approval of Police Collective Bargaining Agreement.

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

- 4. Review and approval of Clerical Collective Bargaining Unit Memorandum of Understanding regarding wages and health and welfare.

Councilmember Kessler made a motion seconded by Queen to approve the Clerical Collective Bargaining Unit Memorandum of Understanding. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- 5. Review and approval of Public Works Collective Bargaining Unit Memorandum of Understanding regarding wages and health and welfare.

Councilmember Lee made a motion, seconded by Queen to approve the Public Works Collective Bargaining Unit Memorandum of Understanding. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- 6. Review and approval of Employment Agreement between the City and David Vorse for the position of Public Works Director, effective January 1, 2021.

Councilmember Rose made a motion, seconded by Queen to approve the Employment Agreement between the City and David Vorse. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- 7. Review and approval of Employment Agreement between the City and Carie Cuttonaro for the position of Clerk-Treasurer, effective January 1, 2021.

Councilmember Rose made a motion, seconded by Queen to approve the Employment Agreement between the City and Carie Cuttonaro. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- 8. Review and approval of the 2021 Salary Schedule.

Councilmember Rose made a motion, seconded by Queen to approve the 2021 Salary Schedule. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

EXECUTIVE SESSION

Mayor Helenberg adjourned regular session at 8:35 PM to convene a 20 minute Executive Session for the following issues: to discuss potential litigation per RCW 42.30.110(1)(i), and potential acquisition of property, per RCW 42.30.110(1)(b),(c). Possible action anticipated following the Executive Session.

Executive Session attendees: Mayor Helenberg, Councilmembers Lee, Kessler, Queen, Simonsen and Rose, City Attorney Frank Randolph, City Planner Gregg Dohrn, and Clerk-Treasurer Carie Cuttonaro.

Mayor Helenberg extended the Executive Session at 8:54 PM an additional 15 minutes.

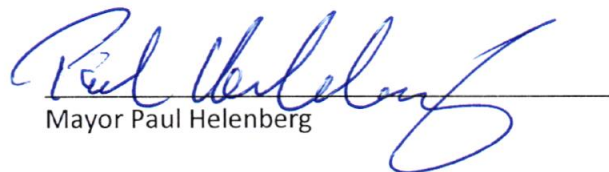
Mayor Helenberg ended the Executive Session and reconvened regular session at 9:08 PM. No action was taken.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 9:08 PM.



Clerk-Treasurer Carie Cuttonaro



Mayor Paul Helenberg