

- 0005 Mayor Barbara Larsen called the Regular Meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Khembar Yund, Julie Bean, Ed Smith and Jeff Skeie. Councilmember Greg Marcil was absent.
- 0065 Councilmember Skeie made a motion, seconded by Bean to approve the minutes of the December 12, 2005 Regular Council meeting. By roll call vote, unanimous 'Aye'.
- 0116 Councilmember Smith made a motion, seconded by Bean to approve the minutes of the January 5, 2006 Special Council meeting. By roll call vote, Councilmember Yund abstained, the rest 'Aye', motion passed.
- 0150 City Attorney Tom O'Neill summarized the "Draft" Solid Waste Service Contract with Waste Control. Councilmember Ed Smith, Clerk-Treasurer Ryana Covington, Public Works Director David Vorse and City Attorney Tom O'Neill formed the committee that reviewed this issue. O'Neill is ready to begin negotiations with Waste Control.

The existing contract designates a portion of the residential waste collection service fee to the City. Waste Control has not paid this fee to the City for the last six to seven years. This contract will reinstate and reimburse the City for those uncollected fees.

This contract specifies that weekly residential service will be provided no earlier than 6:30 a.m. and no later than 9:30 p.m. Payment to the City will be 15% of collected revenues.

The most significant change in service under this contract would be that residential billing would be issued and payments received through the City Finance Office. The Clerk will retain 15% of those funds and issue the remainder to Waste Control. In response to a question from Mayor Larsen, Covington stated that the intent is to produce an all in one invoice for water, sewer, stormwater and garbage.

Vorse reports that Waste Control will only consider entering into this contract if the City will require mandatory garbage service for all residents. Waste Control's position is that mandatory service will reduce cost. O'Neill reports that service fees can be set by the Transportation Utility Commission. Councilmember Smith stated that the process of considering mandatory garbage service should include

public hearings. Councilmember Bean questioned the provisions for recycling as outlined in this contract. Vorse stated that residents can obtain, at their own expense, a 60 gallon curbside recycling container.

Vorse reports that currently 2/3 of residents and 60% to 75% of businesses have waste collection service. Castle Rock is the only city within Cowlitz County without mandatory garbage collection service.

In response to a question from Councilmember Smith, Vorse reports that currently there are no recycling centers in Castle Rock. This has upset some residents. Vorse hopes to find another location for a recycling center. Councilmember Smith commended Arken, Inc. for the years in which they provided a location for a recycling center in Castle Rock.

Councilmember Yund would like to know if there are any private entities that will manage a recycling center. Councilmember Bean expressed concern that mandatory garbage service would put a burden on residents that lack the resources to fund that service.

O'Neill will contact Waste Control and provide a rate structure to incorporate into this agreement before a public hearing. Councilmembers Skeie and Bean would like to see a smaller receptacle offered at a reduced price.

Covington reports that Waste Control will bill the City based on a report from the collection truck driver. Covington requested the proposed contract include verbiage that would require Waste Control to mitigate service complaints so that city finance office staff are not 'placed in the middle' of pickup disputes.

Councilmembers Skeie and Bean would also like to give the public an opportunity to speak on mandatory garbage collection service within the City.

- 1000 Police Chief Bob Heuer reports that calls were low throughout the holiday season. Increasing police presence at the high school is having a positive effect. Police also are finding it challenging to deal with the mentally disabled.

Heuer advised councilmembers of damage done to a patrol vehicle. He stated that a tree that blew down from 'The Rock' during a wind storm and took a power pole down, which caused a power outage and blocked Huntington Avenue South for a period of time. When an officer arrived at the scene the police vehicle was struck by the power line which shattered the windshield and spotlight. Repairs to that vehicle should be completed on January 10<sup>th</sup>.

- 1200 Councilmember Bean made a motion, seconded by Smith to approve Resolution 2005-16 adopting the 2005 Comprehensive Plan for the City of Castle Rock, on second reading.

During discussion: City Planner Erin Erdman reports that the land use boundaries on page III-7 have been clarified. Erdman also pointed out that some grammar changes were made and map colors lightened for clarification purposes.

Vorse called attention to the designation of church property as public/quasi-public. Councilmember Skeie read on page III-5 the description of public/quasi-public which states, "Owned by the public operated to benefit the public." Erdman stated that the description should read, "Owned by the public or operated to benefit the public."

Vote on motion: By roll call vote, unanimous 'Aye'.

Covington will notify the planner of the number of copies of the Comprehensive Plan that are needed.

- 1523 Public Works Director David Vorse reports that on December 1<sup>st</sup> the Washington State Transportation Improvement Board (TIB) began a new street repair grant process entitled Small Cities Pavement Prevention Program (SCPPP). This program is funded as a result of the State's 9¢ per gallon gas tax which is slated as an effort to fund street improvements in cities with a population under 5,000.

TIB personnel rated street throughout eligible cities. Since this is a preservation program, the lowest rated streets (worst condition) are not eligible for funding. Castle Rock received the TIB ratings in mid December and needed to complete the SPCPP application by January 4<sup>th</sup>.

A city can request up to \$50,000 in chip seal work and up to \$100,000 in overlay work. Streets must rate between 60-80 to be eligible for chip seal work and rate between 20-50 to be eligible for overlay work. The SPCPP is a competitive grant process which will only fund \$2 million in 2006 to small cities throughout the state.

Vorse noted that the 'Economy of Scale' is a criterion which increases the odds of receiving funding through this program. Two aspects of this application were done to achieve the best Economy of Scale possible: 1) cluster the work to reduce the time and cost of mobilizing to a different area and 2) public works personnel will perform as much of the work as is feasible.

Councilmember Skeie recommended inclusion of Second Avenue SW between Aden and Warren Street. Vorse explained that due to the rating criteria, that section was ineligible.

On the 27<sup>th</sup> of January, TIB personnel will recommend SPCPP projects to their board. Councilmember Smith appreciates that a portion of the gas tax will be returned to small cities.

1997 Vorse reports that Waste Control recycling bins are currently being stored at the city shops while awaiting a new location. Any new recycling center location would need to be highly visible to discourage illegal dumping. Vorse will contact property owners to ascertain if a new recycling site can be established. Waste Control and Public Works may need to commit to a regular cleanup schedule at a potential recycling site. Vorse expects to have site recommendations by the next Regular Council Meeting.

2096 Vorse reports that the tree which fell from 'The Rock' blocked access along Huntington Avenue S, Front Avenue SW, Dike Drive and the Riverfront Trail. A section of the trail remains blocked. The tree will be cut into sections and placed near the skate park as surplus wood for residents.

Cowlitz Public Utility District has been contacted to remove the wiring components which remain after repairs were done. Councilmember Smith expressed disappointment in PUD personnel to follow through with removal of debris.

2240 Vorse reports that two wet spots have developed in the Senior Center due to the current hard wind and rains. It appears that water is seeping in at the exhaust over the stovetop. That is most likely due to the hard wind. The other wet spot is located near the wall adjoining the main room and bathroom.

By consensus, Councilmembers directed Vorse to contact a contractor to take care of this leak.

2437 Clerk-Treasurer Ryana Covington requests approval for payment of December 2005 invoices in the amount of \$241,029.93, as described in the Summary of Claims and further described as check numbers 34243 through 34344 for general expenditures and check numbers 18785 through 18834 for payroll expenses.

2442 Councilmember Smith made a motion, seconded by Bean to approve payment of December 2005 invoices in the amount of \$241,029.93, as described in the Summary of Claims. By roll call vote, unanimous 'Aye'.

2455 Covington advised that the city is soliciting statements of qualifications for building inspector services. A committee will be needed to review the applications and interview prospects.

#### Side B

2584 Councilmember Smith agreed to serve on that committee, but he is unsure of his schedule for the next 2 to 3 months. Covington will contact Councilmember Marcil to ascertain if he can also serve on that committee.

2693 Covington requests approval to submit a CERB pre-application for \$1.2 million infrastructure improvements. This is a Public Works Trust Fund grant for community development projects. The intent of this grant is to provide tax relief to new business owners when they partner with public agencies to create jobs. The application was submitted for Cowlitz Street West Rehabilitation. The grant would fund 33% of infrastructure for that project. By consensus, councilmembers voiced support of the grant application.

2814 Covington reported positive results from the audit recently completed by the Washington State Auditor's office. The auditor complimented staff on their record keeping and also made recommendations for tracking age analysis for ambulance billing. City ambulance accounts will be finalized in 2006 when the city has their federal audit.

2911 Report of Meetings

Councilmember Yund reports that the E911 Board has approved funding for modems for police laptops. The funds for these modems will be taken from the reserve fund. Yund is concerned that these reserve funds will not be available in 2007 which may cause a rate increase for users. The E911 Board is comprised of county commissioners and sheriff and city managers from Longview and Kelso with no client representation.

Councilmember Smith has met with Clerk-Treasurer Ryana Covington, Public Works Director David Vorse and City Attorney Tom O'Neill on the garbage service issue.

3163 Councilmember Skeie made a motion, seconded by Smith to approve Ordinance 2005-16 amending the ambulance vehicle replacement fund in the amount of \$3898.10 to appropriate disbursement of funds to Fire District #6, on second reading. By roll call vote, unanimous 'Aye'.

3200 Covington presented the 2006 non-bargaining salary schedule. This schedule incorporates a 2% cost of living increase as adopted in the 2006 budget. Bargaining public works personnel salary will remain the same as in 2005 until negotiations are completed.

3277 Councilmember Smith made a motion, seconded by Skeie to approve the 2006 non-bargaining salary schedule. By roll call vote, unanimous 'Aye'.

3318 Covington requests approval of Ordinance 2006-01 amending the fireworks permit process. This amendment creates a window for receiving applications without changing the number of permits that are issued annually.

Councilmember Yund stated that previous public input limited the permits issued to two. At that time the public felt that the city could not support more.

In response to a question from Councilmember Bean, Councilmember Skeie stated that the criteria for granting fireworks permits should be based upon community service that is provided within the community. On the date chosen to review the fireworks applications, the applying organizations could have an opportunity to present an assessment of services preformed within the last year.

Councilmember Smith would like to establish a two week window for receiving fireworks permit applications. Councilmember Yund pointed out that the window should allow unsuccessful applicants enough time to seek a permit elsewhere. Covington will contact Cowlitz County to verify the fireworks permit application deadline with that agency.

Councilmember Yund stated that council could take public testimony to determine if the number of fireworks permits issued should be amended.

Councilmember Smith would like to limit the number of fireworks permit applications accepted to five to prevent numerous community service presentations. Councilmember Skeie perceives no need to limit the number of applicants within the two week window. Limiting the number of applicants will again issue permits on a 'first come, first served' basis. Councilmember Yund and Mayor Larsen would like to limit the number of applications accepted to five.

Covington will amend Ordinance 2006-01 before the next Regular Council Meeting.

- 3935 Councilmember Yund made a motion, seconded by Skeie to nominate Councilmember Smith to serve a Mayor Pro Temp in 2006. By roll call vote, unanimous 'Aye'.

Committee and departmental appointments were reviewed.

Public Works Director David Vorse will attend Regional Transportation Planning Organization meetings. Jessica Robertson will be removed as an alternate for meetings. Councilmember Bean will attend the Lower Columbia Community Action Council meetings with Mayor Larsen acting as an alternate. Councilmember Skeie will be council liaison for Fire/EMS. All other appointments will remain the same as in 2005.

- 4300 There being no further business, Mayor Larsen adjourned the meeting at 8:45 p.m.

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Mayor Barbara Larsen

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Clerk-Treasurer