

Castle Rock City Council
 Regular Meeting – 7:30 p.m.
 April 11, 2011

CALL TO ORDER

Mayor Paul Helenberg called the meeting to order at 7:30p.m. followed by the Pledge of Allegiance.

ROLL CALL

Councilmembers present included Ray Teter, Glenn Pingree, Earl Queen, and Jack Reilly. Councilmember Mike Mask was excused due to illness.

AGENDA ORDER

Mayor Helenberg changed the order of the published agenda to allow discussion of the Cowlitz Street reconstruction bid results. Tim Osborne representing Gray and Osborne Engineering, distributed a written summary of the bids along with the engineer’s recommendation for award. Osborne explained that the city received four bids for the project. The bids were structured as Alternate 1 (concrete street construction), with a bid additive item to include textured concrete at intersections. Alternate 2 included asphalt street construction. Both alternates also included a Schedule A (road work) and a Schedule B (for water and sanitary sewer work).

Results were as follows:

Concrete:	Engineer’s Estimate	Nutter Corporation	Colf Construction	Landis & Landis	Roglin’s Inc
Alternate 1, Schedule A	\$971,295	\$1,250,270.10	\$1,246,335	\$1,208,952.50	\$1,481,574.50
Alternate 1, Schedule B	\$296,766.18	\$261,866.12	\$274,945.98	\$403,042.70	\$278,750.71
Total Construction Cost; Alternate 1 with both Schedules	\$1,268,061.18	\$1,512,136.22	\$1,521,280.98	\$1,611,995.20	\$1,760,325.21

Asphalt:	Engineer’s Estimate	Nutter Corporation	Colf Construction	Landis & Landis	Roglin’s Inc
Total Construction Cost; Alternate 2 with both Schedules A & B	\$1,199,961.18	\$1,329,556.22	\$1,492,556.81	\$1,512,395.20	\$1,420,035.98

Regardless of which alternative bid the city considers to award, the low bidder would be Nutter Corporation of Vancouver, WA. Mr. Osborne outlined the funding sources for this project. He noted that if the city chooses to award the concrete street, including the bid additives, the city is approximately \$212,036 short of available funding. If the concrete street is awarded, without the bid additives, funding shortfall would still be approximately \$156,000. Approval of the asphalt street, including additives would be \$29,450 short of available funding. These projections do not include any contingency funding, therefore Osborne recommended the city consider adding a \$25,000 to \$50,000 contingency in addition to the amount noted above. Councilmembers reviewed the bid breakdowns. Differences between the engineer’s estimate and the bids were noted. Item 67 from the bid submitted by Nutter Corporation for texturing of cement concrete pavement at intersections also came in higher than estimated. However this item was listed as an

additive and could be deleted from the award, at council's discretion.

Mr. Osborne informed councilmembers that the city also received a bid protest submitted by Roglin's Incorporated of Aberdeen, Wa. They protested on the grounds that the low bidders had not furnished the necessary paperwork within three hours of the bid opening. Osborne stated this is not a Washington State contracted project, therefore the certification pertaining to DBE and Minority bidders was not required. At the concurrence of Washington State Local Programs, a letter has been sent by the city denying the protest.

Public Works Director Dave Vorse stated since the bid opening, he has been working to seek additional funding sources for this project. Ken Stone, Cowlitz County Facilities Director, advised that the county may have ELF Funds (Equipment, Land and Facility Fund) which could be loaned to the city on either a short term or long term basis; until other funding sources can be secured. Vorse explained two other funding sources that he will be pursuing; 1) request to increase the city's Energy Efficiency Grant funds and 2) request for additional Rural STP funds. The board overseeing the STP funding does not meet until April 28th, which would delay this project an additional three weeks. Vorse suggested the city secure \$240,000 in additional funding to also include a contingency. He noted that the city would not need to borrow the funds from Cowlitz County until after all other funds have been expended, which further allows the city time to obtain additional funding. In a 'worse case' scenario, if additional funds cannot be secured, the city would need to repay the county's loan, including interest, using city resources, which could have an impact on the city's General Fund. Vorse noted that the sanitary sewer work was bid at \$124,000, which is currently funded through the grants. City council could evaluate if this portion of the work could be funded from the city sewer revenues – however he noted that these funds are also slim. Mayor Helenberg stated he has reviewed the bids and alternatives with Vorse and the engineer. He felt the city should pursue the concrete option because the longevity of roadway maintenance is projected to be over 50 years, and an asphalt roadway is only projected to last six to ten years. Helenberg also suggested that the cobbled intersections should not be awarded; citing that retaining the texturing of the sidewalks and crosswalks are an important feature for the project. The mayor acknowledged that while this is a big risk; this is still an important project for the city. He added that the city could always renegotiate items through change orders, if necessary.

In answer to Councilmember Teter's question, Mr. Osborne suggested the city delete Item #67 – texturing of concrete pavement at intersections. If funds are available later, the city could renegotiate with the contractor for that item. Osborne added that the utility work is the biggest risk for requiring change orders, because the contractor does not know what unknown issues they may have. Once the underground work is completed, the city will have a better understanding of the remaining available project funds.

Councilmember Teter made a motion, seconded by Pingree that based on our evaluation, we recommend that the project be awarded to Nutter Corporation, 7211-A NE 43rd Avenue, Vancouver, WA, of Alternate 1 with Schedules A and B, and excluding the bid addition for a total award in the amount of \$1,456,486.22, contingent upon (1) all funding agency approvals (as applicable) and (2) WSDOT local programs approval. By roll call vote, unanimous 'Aye'.

Mr. Osborne stated that Nutter Corporation could begin the project in approximately one month. Clerk-Treasurer Covington suggested that any interim funding that the council chooses to pursue should be secured prior to formal award of the contract. By consensus of the council, Vorse was directed to formalize additional funding as outlined.

PRESENTATION- CARE Coalition “Lets’s Draw The Line” campaign – a statewide focus to reduce underage drinking, targeting adults and youth. Officer Branden McNew explained that the CARE Coalition requests councilmembers join in their efforts to promote a campaign to make a pledge to reduce underage drinking. Councilmembers completed

DEPARTMENT REPORTS

Public Works Director,
Dave Vorse

Reported that the Baptist Church has offered to allow public use of their parking lot on Jackson Street during the Cowlitz Street reconstruction project. The church has requested the city’s insurance cover any issues with the lot and also that the city consider striping the parking area to make it more usable. Vorse stated it would take approximately 10 gallons of paint (approximately \$20/gallon) for the striping and the labor cost would be minimal since the city would use their own work force. Vorse stated he would check with the city’s insurance carrier to see if coverage would be available. Councilmember Pingree made a motion, seconded by Reilly to stripe the church lot, in return for them allowing public use of it during the Cowlitz Street reconstruction project. In addition, a ‘thank you’ should be extended to the church for this offer. By roll call vote, unanimous ‘Aye’.

Clerk-Treasurer
Ryana Covington

Councilmembers reviewed the February Fund File report. Covington noted that in several funds, disbursements exceed year to date revenues. Property taxes are due at the end of April, and then dispersed to the entities when received.

Police Chief Bob Heuer

The city’s insurance carrier is currently processing the city’s claim regarding the police vehicle which was wrecked earlier this year. It may appear that the city could receive a higher settlement than first anticipated.

Councilmember Pingree stated in his review of the monthly vouchers, he has noted that the city uses many vendors located outside of the city limits. He felt that, if possible, city departments should try to purchase locally. This not only supports our local businesses, but also helps to increase our sales tax revenue. Councilmember Pingree made a motion, that within reason, the city departments try to use local sources for purchase of goods and services. In answer to Councilmember Reilly’s question, Chief Heuer stated Officer Worley and Reserve Officer Kessler have done studies to seek competitive prices for vehicle maintenance items. One dilemma that his department faces is a lack of any SAE certified mechanic shops, which is required in terms of L&I to work on police vehicles. Beyond that fact, it has always been his directive to seek the best pricing for goods and services to keep city costs down. Pingree stated that it is important for local businesses to succeed and he felt the city should do their part to help, within reason. Councilmember Queen stated the city also needs to assure that city liability is met when it pertains to police vehicle maintenance. Councilmember Reilly suggested that Coun-

councilmember Pingree contact the local vehicle repair shops to see why they do not pursue this certification. Chief Heuer stated his department is cognizant of the need to support local businesses, however there is also a balance of pricing. Councilmember Pingree suggested gas costs could be saved by shopping locally, which would offset product price differences. Mr. Vorse noted that his department does not need to use a SAE certified mechanic and he tries to use local vendors, whenever possible. Councilmember Pingree's motion died due to lack of a second.

COUNCIL AND AD HOC COMMITTEE REPORTS

Mayor Paul Helenberg

Library remodel project is nearing completion. An Open will be scheduled in the near future.

Student Representative,
Genevieve Grant

Reported that Castle Rock High School Associated Student Body elections will be held on April 22nd. There are 24 perspective candidates, which is an increase over last year. Candidates will be required to get petitions signed in support of their candidacy before they qualify for running for election. In addition, Cowlitz County Elections have set up an on-line polling system to allow for immediate election results.

(CEDC) Community Economic
Develop Representative, Nancy
Chennault

Provided a background of her past interest and involvement with the CEDC. Mrs. Chennault stated her duties would be to attend meetings and to report back to council. Her first meeting will be April 20th. She asked councilmembers to keep her informed of any issues they may want to be addressed by CEDC. Councilmember Pingree asked that development of the south city Industrial property be slated as a priority for discussion. Mayor Helenberg thank her for agreeing to represent the city on this board.

CONSENT AGENDA

Approval of March 28, 2011 regular meeting minutes. Councilmember Queen made a motion, seconded by Pingree to approve the minutes as presented. By roll call vote, Councilmember Reilly abstained, with the remaining councilmembers voting 'Aye'. Motion passed.

Approval of March expenses in the amount of \$519,945.40 as described in the Summary of Claims as Check numbers 40978 through 41080 for general expenses, check numbers 21723 through 21777 for payroll expenses and adjustment numbers 152 and 153 (RDA Bond payments) and 154 (Department of Revenue monthly tax payment). Councilmember Pingree noted that he reviewed voucher prior to the meeting. Councilmember Queen made a motion, seconded by Pingree to approve the March expenses as denoted above, in the amount of \$519,945.40. By roll call vote, unanimous 'Aye'.

REGULAR AGENDA

OLD BUSINESS -

Ordinance No. 2011-02, an ordinance providing for annexation in accordance with RCW 35A.14.140, on second reading. Councilmember Teter made a motion, seconded by Pingree to

adopt Ordinance No. 2011-02 on second reading. By roll call vote, unanimous 'Aye'.

Resolution No. 2011-06, a resolution updating the Castle Rock Park Plan, on second reading. Councilmember Pingree made a motion, seconded by Queen to adopt Resolution No. 2011-06 on second reading. By roll call vote, unanimous 'Aye'.

Mayor Helenberg announced that the city's industrial site located on Huntington Avenue South was not chosen for further consideration by Washington State Department of Corrections for their new proposed reception center. Councilmember Reilly stated he felt the site would be better suited for other uses and agreed with the mayor to continue seeking suitable development for that area.

Mayor Helenberg asked those who plan to attend the Cowlitz-Wahkiakum Council of Government's 50th Anniversary celebration to notify the finance office staff so that reservations can be made. Councilmembers Reilly and Queen stated they would be unable to attend.

Covington announced that on April 19th beginning at 6:00 p.m., a grand opening will be held for a new photography business in our city. Councilmember Pingree stated on the 19th he would be attending the 9-1-1 open house tour in Kelso earlier that day. Vorse stated that Pathways 2020 also will be releasing their community report card report on April 19th.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:49 p.m.

Mayor Paul Helenberg

Clerk-Treasurer