

CALL TO ORDER

Mayor Paul Helenberg called the February 11, 2019 regular meeting of the Castle Rock City Council to order at 7:31 PM, followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Kessler, Earl Queen, and Ellen Rose. Councilmember Paul Simonsen was excused.

Also present: Librarian Vicki Selander, Police Chief Scott Neves, City Attorney Frank Randolph, Public Works Director Dave Vorse, and Clerk-Treasurer Carie Cuttonaro.

Mayor Helenberg informed the council that Councilmember Simonsen's wife passed away earlier today. A moment of silence was held in her honor.

BUSINESS FROM THE FLOOR

None.

DEPARTMENT REPORTS

Police Chief Scott Neves

-will be distributing operational briefing via email later this evening.

Public Works Director Dave Vorse

-TAC Board advised Dougherty Dr NE Full Reclamation Project will receive an additional \$470,000 in funding. This item will be included in the CWCOG Board Meeting in February or March. This is the last funding the project needed.

Librarian Vicki Selander

-Longview Library will not be heading up the Winter Reading Program for all libraries in the county due to budget cuts. Castle Rock Library will host a limited version of the program for adults beginning on the 18th and run for five weeks. There will be weekly prizes.

Council and Ad Hoc Committees

Mayor Helenberg

-attended the CEDC Annual Meeting Luncheon last Thursday (the 7th) and heard Becky McCray's presentation. She was in Castle Rock on the 6th for the tour and came up with some ideas to help dress up some of the buildings. Her ideas were not costly.

-Castle Rock School District's Community Forums for the Superintendent search is February 19th, 20th, and 21st from 5:00 to 6:00 PM.

Mayor Helenberg for CRCDA Representative Nancy Chennault

-gearing up for Clean-Up Day

-Annual Meeting for CRCDA is March 4th

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve the minutes to the January 28, 2019 Regular Council Meeting. Motion carried by roll call vote, unanimous 'Aye'.
2. Councilmember Lee reviewed the January 2019 invoices prior to the meeting. No discrepancies were noted. Councilmember Queen made a motion, seconded by Rose to approve the January 2019 invoices in the amount of \$379,634.70 as described on the Fund Transaction Summary Report and further described as adjustment number TBD EFT 649-1/2019, EFT 650-1/2019, EFT 651-1/2019, EFT

652-1/2019, EFT 653-1/2019, and check numbers 50003 through 50007 and 50016 through 50097 for general expenditures; and check numbers, 25426-25440 Payroll Draw 1/15/19 and adjustment numbers, EFT Payroll 1/31/19, NACHA January Pay Batch #2001209; Uniform Allowance check numbers 25441-25451, and check numbers 25452 through 25468 for payroll expenditures. Motion carried by roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. The City has been notified that Mr. Gourde would like to purchase the entire right-of-way instead of just half. WSDOT has no objection. A Public Hearing is set for February 25th, 2019. Councilmember Rose made a motion, seconded by Kessler to approve Resolution No. 2019-01, a resolution of the Castle Rock City Council initiating a process to vacate a portion of an unnamed and currently unimproved right-of-way west of parcel #30490 in the vicinity of McCoy St and the I-5 corridor in east Castle Rock and setting a public hearing date, on second reading. Motion carried by roll call vote, unanimous 'Aye'.

NEW BUSINESS

1. Councilmember Kessler made a motion, seconded by Queen to approve Special Event Permit #2019-0001; Basset Hound Club of Greater Seattle's request to use the High Banks Area April 26th and 27th. Motion carried by roll call vote, unanimous 'Aye'.

2. Carolyn Kennington, Chairperson for the Annual Spring Clean-Up Event, contacted city staff and requested sponsorship of event informational fliers.

Councilmember Queen made a motion, seconded by Rose to approve payment of printing costs for the Spring Clean-Up event fliers, not to exceed \$250.00. Motion carried by roll call vote, unanimous 'Aye'.

3. Clerk-Treasurer Carie Cuttonaro stated the Retail Water Sales comes from the water hydrants and those rates have not been changed since 2009. Future rates will be tied to the same percentage increase or decrease for the Water/Sewer rates.

Councilmember Rose made a motion, seconded by Lee to approve Ordinance No. 2019-02, an ordinance amending City of Castle Rock Municipal Code Chapter 13.16 Retail Water Sales, on first reading. Motion carried by roll call vote, unanimous 'Aye'.

4. AmeriCorps will be on site March 16th to plant the areas at the Boat Launch. Volunteers are welcome.

Councilmember Queen made a motion, seconded by Kessler to approve the use of Lodging Tax Funds not to exceed the amount of \$2,000 to purchase planting materials for the Boat Launch in order to promote tourism. Motion carried by roll call vote, unanimous 'Aye'.

5. Councilmembers reviewed a leak adjustment request submitted by Robert Asbury, 2nd Ave SW, in the amount of \$1,275.81 for the January billing period. Cuttonaro noted the residence was vacant at the time of the leak. Mayor Helenberg added it was underneath the deck. Councilmember Kessler made a motion, seconded by Queen to approve the leak adjustment. Motion carried by roll call vote, unanimous 'Aye'.

6. Added Discussion Item: Mayor Helenberg notified council of two issues found with water meters. The schools accounts were moved to a separate group in the billing program and had not been receiving a bill since the change. A second issue is a small number of larger sized meters are reading correctly, but the consumption reported to the billing program was only 1/10th of the actual consumption. This error affected the schools and the Riverview Apartments.

The Mayor, Public Works Director, Clerk-Treasurer and Deputy Clerk II attended a meeting with the school district. The district will pay 100% of all owed charges. A meeting with Longview Housing Authority (manager of the Riverview Apartments) has not been scheduled at this time.

Preventive measures have been implemented to check for these errors in the future.

Councilmember Lee noted in the leak adjustment (New Business #5), there is software that downloads and monitors the consumption. He asked if this is something that can be monitored ongoing so that if a leak is detected, it doesn't run continuously. In this particular leak, it was captured within the first month and wasn't ongoing. Public Works Director Dave Vorse stated that the readings are analyzed on a monthly basis and any that have higher than usual consumption are checked for leaks. Most of the time, we know about the leaks before the landowner. The newer registers that are being installed on the meters will put the city in the position to be able to see the reading in the Finance Office at any given time. This will eliminate the need to read the meters by Public Works staff, unless a manual read needs to be taken. It will take approximately 5 more years to complete this process. We are changing 200 more registers this year.

7. Added Discussion Item: Mayor Helenberg notified council that Public Works has been trapping beaver in the slough and out at the water intake. A dog got caught in one of the traps and the pet owner stated that we weren't permitted and were trapping illegally. The City has a permit from the WDFW and we are trapping per the specifications.

AWC is handling the active claim. The dog was swimming in the slough behind the old soccer fields in the middle of January and was off its leash. The dog's paw was caught in the trap. The trap is disguised between scotch broom and briars. The paw was hurt, but before the pet owner could reach his dog, the dog had attempted to chew the trap off. The claim is for damaged teeth. AWC stated we had a permit and were in the right. The traps are used to help keep beaver dams from building up in the slough causing flooding in that section of the city.

We have already caught two beavers at the intake. The permit expires on February 16th. We are not required to put up signs, which is under a lot of controversy. When signs have been used, people tend to look for the traps and steal them or mess with them. Councilmember Kessler would like to see signs that warn of hazards to animals, keep your dogs on leash. WDFW advises to use signs if the location is in a high-traffic area.

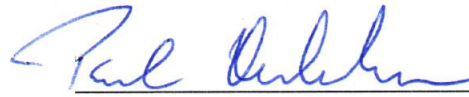
Vorse asked the Police Department to contact the pet owner to retrieve the stolen trap. Officer Zimmerman notified the pet owner they could be charged with theft for stealing the trap. The trap was retrieved. There is no intent to file charges.

Councilmember Kessler stated other people have come across man-made pits and put sharpened sticks in the pits then laid mats over them.

Mayor Helenberg stated he would talk with the school superintendent. Police Chief Scott Neves added the trap was located on private property.

ADJOURNMENT

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



Mayor Paul Helenberg



Clerk-Treasurer Carie Cuttonaro