

CALL TO ORDER

Mayor Paul Helenberg called the May 28, 2019 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: Art Lee, Lee Kessler, Earl Queen, and Paul Simonsen. Councilmember Ellen Rose was excused.

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

AGENDA APPROVAL

Added request for approval to pay invoice to Gibbs & Olson Inc. No other changes made. Approval by consensus.

PRESENTATION

Myron Nelson, President of the Castle Rock Senior Citizens, summarized how the program 'Bridging the Generations' began. This is the 14<sup>th</sup> year of the program. The Senior Center works closely with Castle Rock High School students in various projects. This year, the Senior Center gave seven scholarships at \$300 each. These scholarships were funded by donations. Two donors each fund one scholarship; five of the scholarships were in memory of someone. Three students who received a scholarship this year are presenting their essay on "What it means to come to the Senior Center". The school district is responsible for teaching reading, writing and arithmetic, but the Senior Center is responsible for two more 'R's' – Respect & Responsibility. Mr. Nelson introduced scholarship recipients Madison Sickles, Matthew Keeling and Amy Blodget. The recipients each read the essays they submitted with their successful scholarship application.

Mayor Helenberg thanked the students and wishes them the best of luck with their careers.

BUSINESS FROM THE FLOOR

None

DEPARTMENT REPORTS

Police Chief Scott Neves

- Officer Zimmerman completed his 12 month probationary period and has done an outstanding job for the City. He has handled some of the toughest cases over the last year. He has also connected with the citizens and shown a heart for the service.
- Castle Rock Police Department has met in-service training requirements as mandated by WAC 139-05-300 and RCW 43.101.095.
- Officer Gann returned from Defensive Tactics Master Instructor recertification training.
- returned from the Police Chiefs' Conference in Spokane. Lots of new items coming our way, including several policy changes.
- met with other city leaders from Kalama, Kelso, and Woodland regarding prosecutorial services. We have been notified that our current contract vendor will not continue after the end of the year. We are working on a request for proposals, which should be ready soon.
- meeting is scheduled this week on the jail contract. We've been tentatively informed that we should anticipate a 20% increase to our jail contract for the coming years.
- working for the US Marshal Service for the Fugitive Task Force. They have requested that one of our members be deputized as a Deputy US Marshal and assist them on task force details.
- completed the firing range agreement for the gun range at exit 52. Agreement is with the attorney for final review.

-Staff members were out honoring veterans this weekend; Officer Yeager was at the cemetery helping the scouts place flags on service members' graves; Sergeant Worley was helping barbecue for the members of the legion.

-Radar (portable reader board) has a broken bracket which is being fixed. Looking to purchase a solar setup to operate the radars, as the rechargeable batteries are not working out as anticipated. When the radars are moved into new areas, they are set to record traffic counts, without displaying the speed for a period of time.

-in a couple weeks a completed report will be presented on the traffic activity on Leaming Ave.

-Saturday State Patrol is coming in to train our staff to be certified to operate off-road vehicles. The ORV will begin to be used on the trail areas that cannot be accessed by vehicles. May need to purchase a trailer in the future. Law Enforcement exemption applies for use of the ORV in the streets.

Public Works Director Dave Vorse

-Six Rivers Regional Trail Celebration was held May 18<sup>th</sup>; about 50 people attended. Speeches were all good and it was a great opportunity to network with Jaime Herrera Beutler's office and Representative Orcutt. May see more support in the future.

Clerk-Treasurer Carie Cuttonaro

-reported TBD Annual Report was submitted and one final item to finish in the City's report before submitting; due date is Thursday.

-business licensing services were transferred to the State, and it went live on May 9<sup>th</sup>. As of May 22<sup>nd</sup> there were already 9 applications filed. Have received good feedback.

-provided expense & revenue refunds; transfers have been completed in May.

-Castle Rock Chamber of Commerce Luncheon is June 13<sup>th</sup> at Parker's. \$25.00 pay at the door.

-2019 Cowlitz County Community Report Card Luncheon is May 30<sup>th</sup> at Expo. Public Works Director stated this is a community-wide report about the health of our economy of our community and shows what we've accomplished and where we can improve.

-anticipated costs for primary election (library excess levy) are \$2,000 - \$3,000. Councilmember races in other cities must be included in the primary, which decreases the cost burden to the City.

#### Council and Ad Hoc Committees

Mayor Helenberg

-attended Six River Regional Trail Celebration; was attended by representatives from Longview, Kelso, Cowlitz County, WSDOT

-mosquito board has hired a new program manager & he is changing things; held a special meeting to adopt a personnel policy

#### Councilmember Paul Simonsen

-appeared in small claims court (City vs. Gabe Bergman) May 24<sup>th</sup>. This is an attempt by the City to collect the fees due for the variance process in 2018. Court hearing is scheduled for June 3<sup>rd</sup>.

CRCDA Representative Nancy Chennault via Mayor Helenberg

-Nancy has been busy; has had two groups from America in Blooms that had purchased the trip from the convention last year. They were very impressed with Castle Rock and the executive director uses Castle Rock in her presentations all across the United States and she stated she will "up that" after she has been here; she really enjoyed her trip.

-existing director of the Visitor Center's last day is May 31<sup>st</sup>; moving to Bremerton. The Chamber and CRCDA is in the process of looking for a new director for the Visitor Center.

CONSENT AGENDA

1. Approve the minutes of the May 13, 2019 Regular Council Meeting.

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

OLD BUSINESS

none

NEW BUSINESS

1. Councilmember Queen made a motion, seconded by Kessler to approve Ordinance No. 2019-04, an ordinance amending the budgetary appropriations for fiscal year ending December 31, 2019 for the City of Castle Rock, Washington within the Water/Sewer Operating Fund and Municipal Water Capital Improvement Fund, on first reading. Motion carried by roll call vote, unanimous 'Aye'.
2. \*Item Added\* Public Works Director Dave Vorse explained the need to approve this invoice outside of the normal payment process. Design funds have been obligated for both Phase 1 and Phase 2 of the Dougherty Dr NE project. This invoice needs to be submitted before we can submit for obligation of funds for the construction phase. By approving payment of this invoice, we will be able to accomplish the obligation of funds for the construction funds and put the project out for bid in early June instead of delaying it toward the end of June. This invoice is funded by the grant.  
  
Councilmember Kessler made a motion, seconded by Queen to approve payment of Invoice No. 12B to Gibbs & Olson regarding Dougherty Dr NE Phase 2 in the amount of \$503.70. Motion carried by roll call vote, unanimous 'Aye'.
3. \*Item Added\* Councilmember Queen inquired when the dock would be placed at the boat launch. Public Works Director Dave Vorse stated he has been working with George and trying to figure out what to do on the corner. George has a suggestion and talked to LeRoy; LeRoy found a solution online that will work better than we've had in the past, as it's easier to put it on on dry land, than in the water. As soon as we figure out what to do there, we'll get it in the water.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:07 PM.

  
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Mayor Paul Helenberg  
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Clerk-Treasurer Carrie Cuttonaro