



CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, April 10, 2023
7:30 PM

Location
Castle Rock Senior Center
222 Second Ave SW
Castle Rock, WA 98611

AGENDA

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1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers
 - 1. Humane Society 1Q23 Report (page 3)
- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

- a. Approve the minutes of the March 27, 2023 Regular Council Meeting. (page 4-6)
- b. Approve the March 2023 invoices as described in the Fund Transaction Summary Report in the amount of \$584,717.96. (page 7-8)

8. OLD BUSINESS

9. NEW BUSINESS

- a. Request to claim all funding received from American Rescue Plan Act (ARPA) as Revenue Replacement.
- b. Request for American Rescue Plan Act (ARPA) funding in the amount of \$9,000 to finish the north

bank along Huntington Ave N as part of the Complete Street Project.

c. Street Striping costs have almost tripled. Cowlitz County Engineer's Estimate is \$15,487.55 and the 2023 budgeted amount is \$5,500.

d. Memorandum of Understanding between the City of Castle Rock and the Police Collective Bargaining Unit, regarding bumping language relating to the position of Chief of Police. (page 9)

e. Review and approval of an Employment Agreement between the City and Charlie Worley for the position of Chief of Police, effective January 1, 2022.

10. OTHER BUSINESS

11. ADJOURNMENT

NEXT REGULAR COUNCIL MEETINGS:

<u>2Q23</u>	<u>3Q23</u>	<u>4Q23</u>	<u>1Q24</u>
April 10	July 10	October 09	January 08
April 24	July 24	October 23	January 22
May 08	August 14	November 13	February 12
May 22	August 28	November 27	February 26
June 12	September 11	December 11	March 11
June 26	September 25	Wednesday, December 27	March 25

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Title VI: The City of Castle Rock ensures compliance with Title VI of the Civil Rights Act of 1964 and American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provision of benefits and services from its federal assisted programs and activities. If you need special accommodations to participate in this meeting, please contact Carie Cuttonaro at 360.274.8181 by 9:00 a.m. three days prior to the meeting.

City Council may add and take action on other items not listed on this Agenda.

Humane Society of Cowlitz County

PO Box 172 Longview WA, 98632

City of Castle Rock Quarterly Activity 2023

Type of Call	January	February	March	Quarterly	YTD
Complaints	5	5	3	13	13
Rescued	0	0	0	0	0
Cruelty	0	0	0	0	0
Unfounded	0	0	0	0	0
Injured	0	0	0	0	0
Return to Owner	0	1	0	1	1
GOA	0	0	0	0	0
Patrol Hours	11	5	4	20	20
Notice Warning	1	3	1	5	5
Citations	5	0	0	5	5
Court Time	0	0	0	0	0
DOA	0	0	0	0	0
After-Hours Calls	3	1	0	4	4
After-Hours Responses	0	0	0	0	0
Door Tags	1	0	0	1	1
Follow Ups	0	0	1	1	1
Bites	0	0	0	0	0
Officers Impound in Field	1	0	0	1	1
Shelter Intake Front Desk	4	0	0	4	4
Total Castle Rock Animal Intake	5	0	0	5	5
Spay Neuter Clinic	1	1	1	3	3
CCP-TNR Program	1	0	0	1	1
Low Income Vaccine Clinic	0	2	7	9	9
Number of Licenses Sold	13	1	3	17	17
Revenue from Above Number Sold	\$275.00	\$15.00	\$85.00	\$375.00	\$375.00

1. CALL TO ORDER

Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:30 PM.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Art Lee, Lee Kessler, Earl Queen, and Ellen Rose. Councilmember Paul Simonsen was excused.

Staff present: Police Chief Charlie Worley, Public Works Director Dave Vorse, City Engineer Tom Gower, Clerk-Treasurer Carie Cuttonaro, and Deputy Clerk CeLina Hart. City Attorney Frank Randolph arrived at 7:31pm.

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

a. Fair Housing Month (page 3)

The proclamation declaring the month of April 2023 as Fair Housing Month was read by Deputy Clerk CeLina Hart and presented by Mayor Paul Helenberg. Laura Yoder gave a speech.

b. Humane Society of Cowlitz County Director Darren Ullmann

Darren Ullmann presented.

Mayor Helenberg provided comment.

Ullman responded to questions asked by Councilmember Rose.

Councilmember Kessler provided comment.

Police Chief Charlie Worley provided comment.

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph

- Police Chief Charlie Worley

- Public Works Director Dave Vorse

Public Works Director Dave Vorse gave a verbal report.

- City Engineer Tom Gower

- Clerk-Treasurer Carie Cuttonaro

1. Expenditure, Revenue, Cash & Investments Reports (page 4-8)

Clerk-Treasurer Carrie Cuttonaro gave a verbal report.

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers

Mayor Helenberg gave a verbal report.

Councilmember Rose gave a verbal report.

- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

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

- a. Approve the minutes of the March 13, 2023 Regular Council Meeting. (page 9-10)

8. OLD BUSINESS

- a. Agreement with Humane Society of Cowlitz County for Animal Control Services. Cost for services in 2023 is \$15,602.37 plus additional fees for court-ordered impoundments. This is an increase of \$1,418.40 or 10% over 2022. This item was tabled November 14, 2022. (page 11-18)

Mayor Helenberg provided comment.

Councilmember Kessler made a motion, seconded by Rose to approve the Animal Control Services agreement. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Rose voted 'Aye'.

9. NEW BUSINESS

- a. Castle Rock Eagles #556 has advised the City of their intent to sell fireworks in 2023, per CRMC 5.32 (c). Completed permit application, insurance, and fee submitted. (page 19-24)

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

- b. Castle Rock Boy Scout Troop #313 has advised the City of their intent to sell fireworks in 2023, per CRMC 5.32 (c). Permit application, insurance, and fee submitted. Landowner permission has not been received. (page 25-28)

Mayor Helenberg provided comment.

Councilmember Kessler made a motion, seconded by Rose to approve the Castle Rock Boy Scout Troop's request. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Rose voted 'Aye'.

10. OTHER BUSINESS

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:10 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro

As of this date, 4/10/2023, the Council by a majority vote, does approve payment of the vouchers included in the Fund Transaction Summary Report, and further described as:

General Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#986-3/2023	7,355.53	3/24/2023
Adjustment/EFT	EFT#988-3/2023	141.73	3/6/2023
Adjustment/EFT	EFT#990-3/2023	500.00	3/8/2023
Adjustment/EFT	EFT#991-3/2023	928.00	3/14/2023
Adjustment/EFT	EFT#992-3/2023	6,999.00	3/9/2023
Adjustment/EFT	EFT#993-3/2023	104,775.00	3/27/2023
Claims	Check 54155 - 54156	4,110.73	3/16/2023
Claims	Check 54157	705.58	3/21/2023
Claims	Check 54158	1,175.79	3/31/2023
Claims	Check 54159 - 54233	250,091.11	3/31/2023
		<u>376,782.47</u>	

Payroll Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Mid-Month Draw	Nacha # 919135	21,550.00	3/15/2023
Mid-Month Draw	Taxes	5,480.00	3/15/2023
EOM Payroll	Nacha # 935448	73,027.25	3/31/2023
EOM Payroll	Checks 26399 - 26413	77,239.31	3/31/2023
EOM Payroll	Taxes	30,638.93	3/31/2023
Uniform Allowance	Checks	-	
Uniform Allowance	Taxes	-	
Accrued - Quarterly Payroll Tax		-	
		<u>207,935.49</u>	

TBD Expenditures

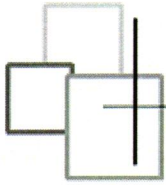
<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#	-	
Adjustment/EFT	EFT#	-	
Claims	Check	-	
Claims	Check	-	
		<u>-</u>	

	<u>Amount</u>	<u>Payment Date</u>
Grand Total Expenditures	584,717.96	3/1/2023 - 3/31/2023
Fund Transaction Summary Report	584,717.96	
Balance Check (s/b -0-)	-	

Lee Kessler, Audit Committee Member

Art Lee, Audit Committee Member

Ellen Rose, Audit Committee Member



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2023 - Mar - Apr - City Council
System Types: Cash Management, Financials, Payroll, Resources, UB2, Utility Billing

Fund Number	Description	Amount
010	General Fund	\$169,875.09
100	Street Fund	\$26,153.28
115	Building Code Account Fund	\$4,061.07
120	Visitor Center Fund	\$434.89
130	Library Fund	\$1,213.92
145	Local Criminal Justice Fund	\$1,073.52
170	DOT Spoil Site Fund	\$9,547.83
185	Police Vehicle Replacement Fund	\$139.31
320	Street Construction Capital Fund	\$1,019.13
400	Water/Sewer Operating Fund	\$218,784.53
410	Regional Water System Fund	\$47,325.47
420	Stormwater Management Fund	\$9,312.16
430	Regional Water Capital Improvement	\$83.83
435	Muni Water Capital Improvement	\$55,040.53
470	Muni Sewer Capital Imprv Reserve	\$38,358.99
475	Boat Launch Facility Fund	\$1,076.60
634	State Custodial Pass-Thru Fund	\$1,217.81
	Count: 17	\$584,717.96

MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
CITY OF CASTLE ROCK – POLICE

AND

CHAUFFEURS, TEAMSTERS AND HELPERS, LOCAL #58
AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS

This Memorandum of Understanding (MOU) made and entered into by and between the City of Castle Rock and Chauffeurs, Teamsters and Helpers, Local Union #58 affiliated with the International Brotherhood of Teamsters, as part of the parties' 2021-2023 Collective Bargaining Agreement (CBA), as a result of an Employment Agreement by and between the City of Castle Rock and Charlie Worley for position of Chief of Police. The parties hereby agree to the following provision:

1. In the event the City terminates Mr. Worley's employment as Chief of Police without cause and without advanced notice, the City shall give Mr. Worley the option to return to his last position held, Police Sergeant.
2. In the event Mr. Worley voluntarily retires or resigns from his position as Chief of Police, Mr. Worley will have an option to return to his last position held, Police Sergeant, with a minimum of sixty (60) days advance written notice.

If Mr. Worley returns to his last position held, Police Sergeant, the two positions of Police Corporal may be returned to Police Officer at the new Chief of Police's discretion. Additionally, the City may follow layoff procedures as provided in Article 6 – Seniority, Section 2 at the time the position of Chief of Police is filled.

By entering into this MOU, neither party is waiving any inherent collective bargaining rights, either now or in the future. The parties also hereby agree that this MOU should not be accorded any precedential value whatsoever in any future disputes that may arise between the parties except to enforce this MOU.

Dated this _____ day of _____, 2023.

CITY OF CASTLE ROCK

CHAUFFERS, TEAMSTERS AND
HELPERS LOCAL NO. 58

Paul Helenberg, Mayor of Castle Rock

Justin Baptista, Business Representative
Teamsters Local No. 58