

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

Staff present: Police Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

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

Public Works Director Dave Vorse gave a verbal report.

- City Engineer Tom Gower

- Clerk-Treasurer Carie Cuttonaro

Clerk-Treasurer Carie Cuttonaro gave a verbal report.

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers

1. Humane Society 3Q23 Report (page 3)

2. Request for Budget Workshop on October 30, 2023 at 6:30 PM.

Mayor Helenberg gave a verbal report. Police Chief Charlie Worley, Cowlitz County Commissioner Rick Dahl, Councilmember Ellen Rose, Clerk-Treasurer Carie Cuttonaro, and Public Works Director Dave Vorse provided comment.

- 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 Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- a. Approve the minutes of the September 25, 2023 Regular Council Meeting. (page 4-5)
- b. Approve the minutes of the October 9, 2023 Regular Council Meeting. (page 6-8)

8. OLD BUSINESS

9. NEW BUSINESS

- a. CloudPermit proposal for Code Enforcement software. Implementation cost is \$1,000 with an annual cost of \$2,500. After year three, the maximum uplift rate is 5%. (page 9-36)

Mayor Helenberg provided comment.

Councilmember Rose made a motion, seconded by Kessler, to approve the CloudPermit proposal for Code Enforcement software as presented. Motion carried by roll call vote. Councilmembers Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- b. Bid Tab Results and Award - Chemical Procurement. (page 37)

Public Works Director Dave Vorse presented.

Councilmember Queen made a motion, seconded by Rose, to approve the Bid Tab Results and Award - Chemical Procurement. Motion carried by roll call vote. Councilmembers Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- c. Contract renewal for five-year lease with Ricoh for finance copier/printer. Monthly lease would increase \$1.25 to \$200.61; black & white images would decrease \$0.0008 per image to \$0.0066; color images would increase \$0.0029 per image to \$0.0509. Average annual increase is around \$50-\$150. (page 38-43)

Clerk-Treasurer Carie Cuttonaro provided comment.

Councilmember Kessler made a motion, seconded by Rose, to approve a five-year lease renewal for the finance office Ricoh copier/printer. Motion carried by roll call vote. Councilmembers Kessler, Queen, Simonsen, and Rose voted 'Aye'.

10. OTHER BUSINESS

Cowlitz County Commissioner Rick Dahl, Mayor Helenberg, Ellen Rose, and Lee Kessler provided comment.

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:54 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro