

1. CALL TO ORDER

Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:31 PM.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Art Lee, Lee Kessler, John Whalen, and Ellen Rose.

Staff present: Police Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, Public Works Senior Operator Tyler Stone, 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

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers
- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

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

- a. Approve the minutes of the November 25, 2024, Regular Council Meeting.

b. Approve the November 2024 invoices as described in the Fund Transaction Summary Report in the amount of \$471,611.09.

8. OLD BUSINESS

9. NEW BUSINESS

a. Contract for Animal Shelter Services with the Humane Society of Cowlitz County for January 1, 2025 through December 31, 2025 in the amount of \$12,230 plus costs for additional services at an itemized fee, if needed. Additionally, request authority for Police Chief Charlie Worley to sign contract.

Police Chief Charlie Worley presented.

Councilmember Rose made a motion, seconded by Lee, to approve the contract for animal shelter services with the Humane Society of Cowlitz County and authorize Police Chief Charlie Worley to sign. After further discussion, motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

b. Correspondence received from Bronte Martin - Request to approve of assistance to stray cats and kittens in downtown Castle Rock.

After discussion, this item was tabled until further research can be completed.

c. Statements of Qualifications for the Six Rivers Regional Trail System (SSRTS) Phase 2 & Citywide Pedestrian Improvements Project have been reviewed and interviews completed. It is the Committee's recommendation to begin negotiating a contract with Gibbs & Olson, Inc.

Public Works Director Dave Vorse presented.

Councilmember Kessler made a motion, seconded by Whalen, to begin negotiating a contract with Gibbs & Olson, Inc. for the Six Rivers Regional Trail System (SSRTS) Phase 2 & Citywide Pedestrian Improvements Project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

d. Bid Tab Results & Award - Hibbard Street SW Water Main Project (ARPA Obligation)

Staff Recommendation: Award to the lowest bidder, H.D. Fowler, in the amount of \$36,695.04.

Councilmember Kessler made a motion, seconded by Rose, to award the Hibbard Street SW Water Main Project to H.D. Fowler in the amount of \$36,695.04. After further discussion, motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

e. Bid Tab Results & Award - Powell Rd HDD Waterline Installation (ARPA Obligation)

Gibbs & Olson recommends to award a construction contract in the amount of \$167,245.00 to Rognlin's, Inc. of Aberdeen, Washington. Rognlin's, Inc. was the lowest responsive bidder.

City Engineer Tom Gower presented.

Councilmember Kessler made a motion, seconded by Whalen, to award the Powell Rd HDD Waterline Installation construction project to Rognlin's, Inc. in the amount of \$167,245.00. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

10. OTHER BUSINESS

a. **Added Item**

Request to cancel the December 23, 2024 regular council meeting.

Councilmember Rose made a motion, seconded by Kessler, to cancel the December 23, 2024 regular council meeting. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

11. ADJOURNMENT

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro