Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Moore
Staff Present: Dave O’Leary, Vicki Look, Greg Clark, Mike Michael, Darrin Moody, Steve Goins and Tracy Wilson

Mayor Cronce called the meeting to order at 2:00 p.m.

Commission Reports
One or more Commissioners will attend the following activities this week:
- Housing Coalition
- Economic Development Council (EDC) Rural Pathways to Prosperity
- Mason Transit Authority (MTA)
- Criminal Justice Board Meeting

Commissioner Moore stated that she had been invited to participate in a documentary on the City of Shelton and Mason County that is focused on women in poverty and what women in leadership are doing to facilitate a transition from poverty into self-sufficiency for those women.

Commissioner Olsen said that he was very pleased with the Forterra meeting and city tour on the weekend and appreciated how many community members and extra staff participated. He thanked Building Inspector Kelly Mayo, Senior Planner Jason Dose, and Parks Director Mark Ziegler for attending.

Mayor Cronce added an item to Old Business – Well #4 Pump Failure Emergency Repair, to be presented by Public Works Director Greg Clark.

Public Comment
Mayor Cronce recognized Mr. Charles Orthmann, who thanked the City for Forterra event this last weekend. He went on to tell the Commission that he believes there should be a responsible presence on the street to help people, whether they are from town or visiting from out of town. He is working on a presentation for a future meeting in order to present his vision to the Commission.

Old Business
1. Well #4 Pump Failure Emergency Repair – Arcadia Drilling – Public Works Director Clark recapped his presentation from a previous meeting on March 9, 2015, adding that there had been the need for additional repairs since that time. He said that after the pump was repaired, staff discovered that there were defective O rings in the backflow check assembly at the bottom of the well. This was causing damage to other parts of the pump, creating the need for additional repair. This repair was done at no cost by the installer - Arcadia Drilling. The total cost for all repairs came to $34,857.68. Staff is requesting the commission to approve and authorize the final bill, placing the item on the consent agenda for April 20, 2015.

Commissioner Olsen moved to approve the revised contract for Well #4 Pump Failure Emergency Repair – Arcadia Drilling, in the amount of $34,857.68, authorizing the Mayor to sign and the City Administrator to make necessary budget modifications; Commissioner Moore seconded the motion. A vote was taken and the motion passed.

New Business
1. 2015/2016 Comprehensive Plan Update Docket – Community and Economic Development Director Steve Goins explained that part of the requirements for this Comprehensive Plan Update include a docket that is adopted by resolution, describing private activities that are being included in the update. This year, staff is working on a state mandated comprehensive update that will extend into 2016. Staff’s request today is to include a request from the Port of Shelton to consider expanding the Urban Growth Area (UGA) to include portions of the marina and the Eagle Point property. This area used to be part of the UGA until the most recent update in 2007. It was reduced then due to the belief that the UGA was larger than it needed to be. He stated that the Port’s request included annexation. Staff’s recommendation is that the Commission approves the boundary change and place the item on the consent agenda for April 20, 2015.
Commissioner Moore asked how long the annexation process takes and CED Goins replied about four to six months.

Commissioner Moore stated that there was language in the request that the Port intends to sell the Eagle Point property for permanent conservation status and would like to know if they intend to sell it to the City or a conservation group. CED Goins responded that, while the City has entertained the idea of purchase, he is not clear on what the Port’s intention is.


2. City/Mason County Memorandum of Understanding (MOU) – Joint Planning Shelton Urban Growth Area (UGA) – CED Goins stated this is an agreement with Mason County that the City take lead on the planning effort of the UGA. This City would take the lead on planning and public outreach. In addition, there would be coordination with the County’s transportation planning and GIS capabilities. Staff anticipates that the funding for this work would come from the State funding already received by the City. This agreement is also being considered by the County Commission tomorrow morning.

Mayor Cronce asked if the County Commission was in favor of this and CED Goins stated that it appears that they are. He said the only issue was how much money was involved.

Commissioner Olsen pointed out a grammatical error in Section 4 and then wanted to know if the County was waiting for us to sign first or if it mattered. CED Goins stated that he believed they would be signing tomorrow.

The Commission concurred to place the City/Mason County Memorandum of Understanding (MOU) – Joint Planning Shelton Urban Growth Area (UGA) on the consent agenda for April 20, 2015.

3. Mason Transit Authority (MTA)/PUD3 Water Main Acceptance – Public Works Director Greg Clark explained that this item is an acceptance of a portion of infrastructure that was built by MTA in the 90’s. This is happening due to municipal code changes and the inability of MTA to secure approval from Mason County for removal of a fire hydrant. He said it was installed to City standards and the easement was recorded on February 18, 2014. The final acceptance of this infrastructure should be February 18, 2014.

CA O’Leary stated to just make sure the Finance Director gets the appropriate asset information.

The Commission concurred to place the Mason Transit Authority (MTA)/PUD3 Water Main Acceptance on the consent agenda for April 20, 2015.

Mayor Cronce recognized Mr. Reed Onate of Hall Equities Group and welcomed him to the Commission Meeting. Mayor Cronce expressed his excitement about them beginning work in the City.

Administration Reports
City Administrator O’Leary reported he will have communications training this week as well as working with staff on identifying performance measures for the City.

General Public Comment - None

Administrative Final Touches - None

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, April 20, 2015, at 6:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting at 2:57 p.m.

[Signatures]
Mayor Cronce
City Clerk Look