CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Study Session Meeting Minutes – April 28, 2014
Shelton Civic Center
Immediately following the Shelton Metropolitan Park District Meeting

Presiding: Mayor Cronce, Commissioner Olsen, and Commissioner Moore
Staff Present: Dave O’Leary, Vicki Look, Greg Clark, Cathy Beierle, Steve Goins, Jason Dose and Lesleann Kangas

Mayor Cronce opened the meeting at 2:15 p.m.

Commission Reports – None

General Public Comment - None

Consent Agenda
1. Resolution #1066-0414 – A Resolution of the City of Shelton, Washington Establishing a List of Comprehensive Plan Amendments that will be Considered During the 2014 Comprehensive Plan Amendment Cycle
2. Police Chief Profile and Search Contract – Prothman – Authorize the City Administrator to sign the contract and make any necessary budget modifications not to exceed $21,000
3. Determination of Categorical Exclusions – Mason County Shelter, Kneeland Park and Saratoga Springs Apartments - Authorize the Mayor to sign

Commissioner Olsen moved to approve the consent agenda as read; Commissioner Moore seconded the motion. A vote was taken and the motion passed.

Old Business - None

New Business
1. Solid Waste Collection Ordinance Modifications – Senior Planner Dose said the City of Shelton implemented its current dual stream recycling program in 2007. The costs to support the recycling program are included in the City’s residential waste fees. The City’s waste and recycle programs continue to expand with the implementation of our optional yard waste service and the assuming residential recycling pickup in 2011 (formerly contracted with Mason County Garbage). Due to increased extra pickup calls for recycling requested by customers, staff recommends adding an extra pickup fee as done for extra garbage pickups. This recommendation will need to amend the City of Shelton Solid Waste Ordinance establishing an extra pickup fee for each extra container pickup request, adding recycling service to the section to be charged based on container size. The City of Shelton solid waste utility currently has two 40 yard “drop” boxes that were purchased for solid waste purposes, as well as two 40 yard “drop” boxes that were purchased for recycling purposes. These containers have not been included in the City’s solid waste ordinance either. SP Dose proposes the addition of a new Section 8.08.135 to the City of Shelton Solid Waste Ordinance establishing fees for use of drop boxes by City customers. The Ordinance would also include fees for 10 and 20 yard drop boxes, for larger jobs, which the Utility hopes to purchase in the near future. SP Dose requested the Commission set a Public Hearing for June 16, 2014 to consider the proposed amendments and to receive public input.

The Commission concurred to set a Public Hearing for June 16, 2014 to consider the proposed amendments and receive public input.

2. City of Shelton Shoreline Master Program Update Public Hearing Process – Senior Planner Dose reported that the City of Shelton is required by State law to update its Shoreline Master Program regulations in compliance with the Washington State shoreline Management Act (RCW 90.58.080). The Washington State Department of Ecology (DOE) awarded the City of Shelton a grant in the amount of $148,000 to complete this required
update to its Shoreline Master Program. The City of Shelton Shoreline Master Program was locally adopted by the Commission on June 3, 2013, and then sent to DOE for review. The DOE conducted their internal process and opened a public comment period from February 14, 2014 through March 18, 2014. A total of 12 comments from three separate entities were received: Washington State Department of Archaeology and Historic Preservation (DAHP), Washington State Department of Natural Recourses (DNR) and Taylor Shellfish Incorporated. The DOE has requested the City's input on the comments received prior to recommending a final Shoreline Master Program for approval. SP Dose said the comments have been reviewed and agrees with all of them as stated, as they help clarify the document and makes it more user friendly. SP Dose requested the Commission direct staff to provide the reviewed comments to DOE so that they may conclude their process and recommend a final approved Shoreline Master Program to the City of Shelton.

The Commission concurred to move forward the staff's recommendation to provide reviewed comments to DOE to conclude their process and recommend a final approved Shoreline Master Program to the City of Shelton.

Administration Reports
1. City of Shelton Residential Recycling – Senior Planner Dose reported that the City of Shelton Waste and Recycling Department assumed the duties of picking up our residential recycling in July of 2012. Mason County Garbage (MCG) has been utilized for dumping and hauling of our materials. They have credited the City for the recycled value of the product dumped and charged the City for spotter and hauling services. On average, the City has paid $787.81 a month for this service. In addition to this City utility drivers must drive an additional 3.6 miles to weigh at Brady Trucking scales and return to MCG to dump. The City is charged $5.00 each time drivers utilize the scale and, on average, drivers make two trips a day on recycle weeks. Wilson recycling has offered to accept the City’s recycling free of charge with the intent of hand sorting the material and recycling it on the open market. Wilson Recycling has a truck scale so the need for City crews to drive the extra distance and associated fees would be eliminated. This will save the Waste and Recycling Department $11,250 per year and approximately 140 hours of driver time. Wilson Recycling has been an approved and permitted Material Recycling Facility since 2008. SP Dose requested Commission concurrence to move to Wilson Recycling the week of May 12, 2014.

The Commission concurred to move to Wilson Recycling from Mason County Garbage for the City's disposal of residential recycling beginning May 12, 2014.

Public Comment
Mayor Cronce recognized Mr. Forrest Cooper who thanked staff for the removal of the 5th street tree container. He suggested staff gain input from citizens before replacing anything at that location.

Public Works Director Clark responded that a smaller container will replace the removed container with lower growing shrubs and flowers.

Administrative Final Touches
• DH Clark – Water Funding Options – Old Business 5/5/2014

Announcement of Next Meeting
Mayor Cronce announced the next regular meeting of May 5, 2014 at 6:00 p.m.

Adjournment
As there was no further business the meeting was adjourned at 2:43 p.m.

Mayor Cronce

City Clerk Look