CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes – September 3, 2013
Shelton Civic Center - 6:00 p.m.

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Vicki Look, Mike Michael, Steve Goins, Terry James, and Tracy Wilson

Mayor Cronce called the meeting to order at 6:00 p.m.

Commission Reports
One or more Commissioners will attend the following activities this week:
- Shelton Hills Environmental Impact Statement Public Hearing
- Community Lifeline
- Skookum Rotary Adopt-A-Street Cleanup

Mayor Cronce stated that efforts are continuing in the search for grant opportunities for the City.

Public Comment
Ms. Kathy McDowell complimented the City on the paving projects and sidewalk work she is seeing around the City. She requested that the City look at the existing gravel roads for chip sealing.

Mr. Justin Cowling presented the Commission with a letter from the City of Shelton Historic Preservation Board regarding the Historic District Sign Project, stating that the Board did not feel comfortable seeking donations for a project that has not yet been approved and would like the Commission to grant approval to start the project. He also discussed a mailer that the Board would like to send out and provided a sample for the Commission.

Mr. Forest Cooper informed the Commission that the facility where the Historic District Signs will be made will be unavailable after October and requested conditional project approval within two weeks. Conditions include sending out mailers to residents in historic districts, but also rescinding his offer to make the signs if the project has not been approved within two weeks.

Mr. Tom Davis thanked the Commission for taking the initiative in battling poverty in the City.

Consent Agenda
1. Vouchers numbered 81673 through 81752 in the amount of $362,016.98
2. Manual Warrant number 81565 in the amount of $493.25 to Department of Revenue
3. Transfers and Direct Banking Fees in the amount of $10,753.06
4. Interlocal Agreement with Mason County - Equipment Sharing

Mayor Cronce moved to approve the consent agenda; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

Old Business
Canyon Creek Overflow Conveyance Project – Final Acceptance – City Engineer (CE) Michael updated the Commission on the project and explained the increase in cost. The bid amount was $365,000 and the final price of the project $478,483.37. He stated that the project was coordinated with the State’s paver project, but as the State project fell behind, the City was forced to modify the pavement restoration, which included installing an extra 300 tons of asphalt at an additional cost of $46,000. There were also stormwater system replacements and utility conflicts that totaled $38,000. Staff requested the Commission approve a final acceptance of the project with Rognlin’s, Inc. and place the item on the consent agenda for September 9, 2013.

Commissioner Pannell moved to approve final acceptance of the Canyon Creek Overflow Conveyance Project to Rognlin’s, Inc. in the amount of $478,483.37; Commissioner Olsen seconded the motion. A vote was taken and the motion passed.
Shelton Historic Preservation Board – Reappointment of Member – Tristan Star – Associate Planner (AP) Birk discussed Ms. Star’s previous appointment to the Commission, and Management Assistant Look clarified that Ms. Star’s term would be January 1, 2013 to December 31, 2015. AP Birk asked the Commission to approve Ms. Star’s three-year reappointment to the Shelton Historic Preservation Board.

Commissioner Olsen moved to reappoint Ms. Tristan Star to the Shelton Historic Preservation Board for a three-year term ending December 31, 2015; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

Moratorium on Collective Gardens – Community and Economic Development (CED) Director Goins shared a PowerPoint presentation with the Commission. The presentation included background information on Washington State marijuana laws and the options for the City regarding regulation of collective gardens. These options included adopting licensing and land use regulations, and regulation based on the primary function of the business. CED Director Goins asked for questions and comments from the Commission.

Commissioner Olsen stated that Mason County has already adopted regulations for collective gardens and that he would like to see the City’s moratorium end.

Commissioner Pannell agreed with Commissioner Olsen and added that she didn’t think the moratorium is benefitting the City. While she doesn’t agree with the legalization of marijuana, she recommended the Commission adopt interim regulations in order to end the current moratorium on collective gardens.

Mayor Cronce discussed his concerns and objections regarding collective gardens and would like the moratorium extended.

CA O’Leary suggested that the Commission temporarily extend the moratorium while deciding which options would be most beneficial to the City for regulating collective gardens.

The Commission requested that CED Director Goins prepare more extensive options for regulating collective gardens and present them at the next Commission Meeting on September 9, 2013.

New Business - None

Administration Reports – None

General Public Comment
Mr. Tom Davis spoke about Mason County’s regulations on collective gardens.

Administrative Final Touches – CE Michael touched on two amendments to a City contract with Parametrix. The first amendment is to finish up design elements and a second amendment for field support for the Fairmount project.

He also stated in a separate touch that he may be presenting the Commission an application for funding for water system improvements in two weeks.

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, September 09, 2013 at 2:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting at 7:02 pm

Mayor Cronce

City Clerk Look