EXECUTIVE SESSION – 1:30 p.m.

An Executive Session began at 1:30 p.m. for a performance issue related to a public employee with no action to be taken. Commissioner Pannell, Commissioner Olsen and Management Assistant Look were in attendance. The session adjourned at 1:55 p.m. The regular study session started on time.

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Cathy Beierle, Vicki Look, Dave Eklund, Greg Clark, Mike Michael, Steve Goins, and Tracy Wilson

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

Commission Reports

Mason County Historical Society Quarterly Tourism Report – Mr. Justin Cowling, from the Mason County Historical Society, presented the 3rd Quarter Lodging and Tax Fund Report for the Mason County Historical Society. Mr. Cowling reported that membership has been improving, and there are now over 500 members. He stated that the 2014 calendars are out, and contain historical information for the last 100 years, in honor of the City’s centennial anniversary.

One or more Commissioners will attend the following activities this week:
- Shelton Mason County Chamber After Hours Meeting
- Peninsula Regional Transportation Planning Organization Meeting

Mayor Cronce and Commissioner Olsen will be in Seattle all week, attending the Congress of Cities National Convention.

Public Comment

Mr. Tom Bourt stated his discord with legalizing marijuana and gave several other examples of ways to generate revenue for the City, such as more natural manufacturing companies.

Consent Agenda

1. Voucher number 70302 through 70488 in the amount of $642,456.87
2. Ordinance #1837-1113 An Ordinance of the City of Shelton, Washington, Increasing Ad Valorem Taxes in the City of Shelton for Calendar Year 2014, Second Reading and Adoption and Levy Certification
3. Upper Mountain View Pressure Zone USDA Funding Application, Authorize the Mayor to sign
4. Basin 3 Sewer Rehabilitation – Contract Time Extension, Authorize the Mayor to Sign
5. Basin 3 Sewer Rehabilitation Project - Inflow/Infiltration Reduction - US Dept of Agriculture Funding Application, Authorize the Mayor to sign

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

Old Business

Ordinance #1838-1113, An Ordinance of the City of Shelton, Washington, Relating to Sewer Service: Amending Shelton Municipal Code Sections 14.28.020 Through 14.28.060, First and Final Reading – Public Works Director (PWD) Clark presented the Commission with the ordinance, with a modification of the rate increase from 22% in 2014 to 15% in 2014, with 10% increases occurring 2015 and 2016, then 5% increases each year thereafter until 2020. These increases will allow the City to meet their debt service requirement, provide revenue to support operations, and complete some small capital projects related to the utility. Clark requested a first and final reading of the ordinance, in order ensure the 2014 rate increase was timely.
Public Comment on Action Item – None
Commissioner Pannell thanked staff for their hard work on this issue and finding a more palatable rate increase for the utility customers.

Mayor Cronce stated that he tried to find other ways to lessen the impact of rate increases, and will continue to try and find other sources of revenue to help pay off this debt. He then thanked staff for their effort.


Commissioner Pannell moved to approve Ordinance #1838-1113; Commissioner Olsen seconded the motion. A vote was taken and the motion passed.

New Business
Budget Modification – Police Department – Management Assistant (MA) Look discussed the Police Guild contract that was approved in May. She stated that there should have been a request for the Commission to allow the City Administrator to approve a budget modification for the additional 2013 funding needed for new contract terms. The estimated amount is $37,000.00. Staff requested the Commission approve the City Administrator to approve this budget modification.

The Commission concurred to place the Budget Modification - Police Department on the consent agenda for November 18th, 2013.

Administration Reports
Upper Mountain View Pressure Zone – Phase II – City Engineer (CE) Michael updated the Commission on the history of this project before presenting a comprehensive overview via PowerPoint presentation. He discussed the four key issues with the comp plan, which includes correcting existing deficiencies in order to comply with DOH and City adopted standards. These deficiencies revolve around three areas: storage, sources, and reliability. He stated that a new pressure zone was needed to meet City goals, especially meeting the City’s commitment to State Patrol and the Department of Corrections. It would also correct deficiencies in the PUD line located on John’s Prairie. The ultimate goal is safe, reliable drinking water through the comp plan to 2029. He presented a schematic of the pressure zone area and well locations. Chris Uber, from Murray, Smith, & Associates (MSA) assisted CE Michael in the presentation, reporting on details of the Phase II A Design and explaining improvements. CE Michael then talked about the risks and financial impacts and options. Staff requested the Commission place this item on the consent agenda for 11/18/13.

After a short discussion, the Commission concurred to place the Upper Mountain View Pressure Zone – Phase II on the consent agenda for November 18th, 2013.

General Public Comment - None

Administrative Final Touches
CA O’Leary referred staff to the current looking ahead.
MA Look stated that she would be bringing forth a Municipal Court Grant of $30,000.00 for the Commission to consider.

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, November 18, 2013 at 6:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting to at 3:00 p.m.

Mayor Cronce
City Clerk Look