CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes -- November 18, 2013
Shelton Civic Center - 6:00 p.m.

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 6:00 p.m.

Commission Reports
One or more Commissioners will attend the following activities this week:
- Urban Growth Area Open House
- Squaxin Tribe Meeting
- Mason Transit Authority Board Meeting
- LEOFF Board Meeting

Commissioner Pannell thanked City Staff for their excellent job in paving Fairmount Avenue.

Mayor Cronce and Commissioner Olsen discussed the Congress of Cities National Convention they attended in Seattle, and what they brought away from it.

Public Comment - None

Consent Agenda
- Vouchers numbered 82144 through 82259 in the amount of $1,017,813.61
- Approving a Budget Modification for Police Department and Authorizing the City Administrator to approve an amount up to and including $37,000

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

Old Business - None

New Business
Shelton Municipal Court Judge - Appointment -- Management Assistant (MA) Look discussed Judge Steele’s interest in reappointment to the Shelton Municipal Court for a four year term. Look recommended that the Commission renew his appointment for the next term and place this item on the consent agenda for November 25th.
The Commission concurred to place the Shelton Municipal Court Judge - Appointment on the consent agenda for November 25th, 2013.

2014 Public Defense Grant Funding -- MA Look told the Commission that the City had been awarded a $30,000.00 grant for 2014 to help the City continue to contract for a second public defender to ease the court’s case load. Look requested that the Commission accept the award and place the item on the consent agenda for November 25th.

Sewer Comprehensive Plan and Resolution No. 1057-1113(Draft) -- A Resolution of the City Of Shelton, Washington Adopting The 2013 Sewer Comprehensive Update -- Community and Economic Director (CED) Goins briefed the Commission on the Sewer Comprehensive Plan, and presented an overview of the process of implementing the plan and rate structure. This plan was drafted in order to identify and define needed system improvements, including providing service to the Urban Growth Area (UGA).
Goins requested that the Commission place Resolution 1057-1113, adopting the plan update by placing the item on the consent agenda for November 25, 2013.

The Commission concurred to place the Sewer Comprehensive Plan and Resolution No. 1057-1113 on the consent
agenda for November 25th, 2013.

Administration Reports
Moratorium on Collective Gardens – CED Goins updated the Commission on the City’s progress relating to this issue. He stated that the State is moving to incorporate the medical and recreational marijuana industry regulations. Staff is still working to discern the best option for the City before the moratorium expires, but are leaning toward an option that will mesh with State regulations.

Poverty Task Force – Time Extension - City Administrator (CA) O’Leary told the Commission that the Poverty Task Force has requested more time in order to finish compiling their collected data into a report. They expect to have a report to the Commission mid-December.

CA O’Leary is working on setting up a meeting for him and the Mayor with the Secretary of Commerce to make a sewer funding request.

Public Works Director (PWD) Clark and City Engineer (CE) Michael discussed an issue the City is having in which a developer has requested temporary sewer connections for his new development on Northcliff Road. One house is finished and the family would like to move in, but cannot until the sewer is hooked up. This area will be part of the Basin 3 I&I Project, which has been put on hold until funding is in place. Staff is looking at alternatives to getting at least four to six temporary hookups in place and is working with the Department of Ecology (DOE) to get permission. DOE is currently allowing three temporary hookups, but may be willing to allow up to six.

There was a short discussion between City Staff and the Commission on how much road disturbance there would be and what would happen if funding is not secured for the Basin 3 Project.

Mr. Gale Ashby, who is the developer for the Northcliff Road development, stated his case for the temporary hookups and the effect on his development if these hookups are not approved.

Mayor Cronce confirmed that the staff would be returning to a future meeting with more information on the Northcliff Development temporary sewer hookups.

General Public Comment
Ms. Lori Mercier expressed her disappointment that there was not more opportunity for public input on the sewer rate increase. Mayor Cronce told Ms. Mercier the sewer rate increase was a difficult decision, but stated that he had tried everything he could to find other options to eliminate or lessen the impact on citizens.

Administrative Final Touches
CED Goins will be coming forward in the coming weeks with amendments to the CDBG Grant with the Mason County Shelter.

CED Goins announced an open house for the Shelton Urban Growth Area Expansion Proposal from 4:30p.m. to 6:30p.m. on Wednesday at the Civic Center.

CE Michael announced that the process is beginning for the City’s 5-year renewal of Water Use Efficiency Goals.

Announcement of Next Meeting
Mayor Cronce announced the next regular Commission meeting of Monday, November 25, 2013 at 2:00 p.m.

Adjournment
Mayor Cronce adjourned the meeting to at 7:10 p.m.

Mayor Cronce

City Clerk Look