CITY OF SHELTON, WASHINGTON - CITY COMMISSION  
Business Meeting Minutes – December 2, 2013  
Shelton Civic Center - 6:00 p.m.

An Executive Session began at 5:30 p.m. to discuss performance of a public employee with no action to be taken. The session adjourned at 5:55 p.m. The regular business meeting started on time. Mayor Cronce, Commissioner Pannell, Commissioner Olsen and Management Assistant Look were in attendance.

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell  
Staff Present: Dave O’Leary, Vicki Look, Cathy Beierle, Dave Eklund, Greg Clark, Steve Goins, Mike Michael, Jason Dose, Dennis McDonald, Virgil Pentz, Terry James, and Tracy Wilson

Mayor Cronce called the meeting to order at 6:06 p.m.

Mayor Cronce announced an addition to the agenda under New Business regarding a roof replacement for the Public Works Shop.

Commission Reports  
One or more Commissioners will attend the following activities this week:  
• City Christmas preparations  
• First Friday  
• Saturday Holiday Parade  
• Law Enforcement Officers and Fire Fighter (LEOFF) Board Meeting

Commissioner Olsen congratulated Tracy Moore on her upcoming appointment to Public Works Commissioner.

Public Comment  
Mr. Forest Cooper reminded everyone to attend Holiday Magic this weekend.

Ms. Tristen Star spoke to the Commission about the graffiti that she has seen around the City and handed out photos of the vandalism. She talked about the effect this type of vandalism has on the City and its citizens.

Mayor Cronce recessed the regular meeting and opened the Public Hearing at 6:16 p.m. for Ordinance No. 1839-1213.

Public Hearing – FEMA Flood Damage Prevention Ordinance No. 1839-1213 Update – Senior Planner (SP) Jason Dose gave an overview and history of the nature of this ordinance. Due to a 2012 visit from Department of Ecology (DOE) and National Marine Fisheries personnel, certain language needed to be changed in the City’s ordinance. This resulted in two sections being added: 18.10.36 – Compliance with the Endangered Species Act, and 18.10.37 – Exemptions from Demonstration of Compliance with the Endangered Species Act. This also included language changes/additions to sections 18.10.120, 18.10.120B, 18.10.180, and 1.10.340. SP Dose requested a first reading and that the Commission place a second reading and adoption of this ordinance on the consent agenda for December 9th, 2013.

Public Testimony - None

Mayor Cronce closed the Public Hearing at 6:26 p.m.

Mayor Cronce requested a first reading of Ordinance No. 1839-1213 as follows: An Ordinance of the City of Shelton, Washington, relating to flood damage prevention; amending Shelton Municipal Code Chapter 18.10 by incorporating changes to address deficiencies cited by the Washington State Department of Ecology.

The Commission concurred to place a second reading and adoption of Ordinance No. 1839-1213 FEMA Flood Damage Prevention Ordinance Update ading on the consent agenda for December 9th, 2013.

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Mayor Cronce thanked the everyone for their comments and the Commission concurred to place this item under Old Business for further discussion on December 9th, 2013.

Consent Agenda
- Vouchers numbered 82261 through 82328 in the amount of $213,858.68
- Interlocal Agreement with PUD #3 for LED Street Lighting Project authorizing the Mayor to sign
- Civic Center Rotating Art Gallery
- Basin 3 Ecology/State Revolving Fund Application, Commission approval to submit this application to Ecology for Basin 3 Construction Funding

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

Old Business
Northcliff Sewer “Dry” Line Temporary Connection – Public Works Director (PWD) Clark overviewed the information from previous meetings. He reiterated that the Department of Ecology (DOE) had approved up to six (6) sewer connections for the Northcliff Development. He stated that the temporary line would go from the intersection of Poplar Street, down the northerly edge of Northcliff near Canyon Creek and connect into the City’s system. He said the City has orchestrated with the County to avoid future issues with permitting and connections.

Commissioner Olsen stated that he would like to see General Facilities Charges (GFCs) paid before the City begins the work.

Mr. Gale Ashby said he does not object to paying the GFC before work is started, but argued that it is a County building permit.

Commissioner Olsen and PWD Clark explained the process to Mr. Ashby.

Mr. Ashby stated that he understood, but still thinks the dilemma is on the part of the City. He did thank the staff for working to find a solution to the problem.

Commissioner Pannell moved to approve the work as presented on the Northcliff sewer extension connection to the dry line and the temporary extension to the main sewer line, using sewer utility reserve funds as needed and authorize the City Administrator to make all necessary budget modifications. Commissioner Olsen added that the GFCs be paid in advance of the work. Commissioner Olsen seconded the motion. A vote was taken and the motion passed.

New Business
2013 Budget Extension for the Bond Fund Ordinance No. 1840-1213 – FD Beierle presented a request for a 2013 budget extension for the Bond Fund. This would provide expenditure authority to support the refunding of the City’s 1999 limited tax general obligation bonds and the City’s 1998 unlimited tax obligation bonds. Refunding these bonds created a savings of $57,324.00 on the limited bonds and $59,802.00 on the unlimited bonds. FD Beierle requested a first reading of Ordinance No. 1840-1213 and that the Commission place this item on the consent agenda for December 9th, 2013.

Mayor Cronce requested a first reading of Ordinance No. 1840-1213 as follows: An Ordinance of the City of Shelton, Washington, extending the 2013 budget for the Bond Fund, by providing additional revenues and expenditures that could not have been foreseen when the 2013 budget for the City was adopted.