

## CITY OF SHELTON, WASHINGTON - CITY COMMISSION

Business Meeting Minutes – January 3, 2012

Shelton Civic Center - 6 P.M.

**Oath of Office** – Municipal Court Judge George Steele administered the oath for Mr. Gary Cronce who was elected to a four year term as City of Shelton Mayor and Commissioner of Public Safety.

**Oath of Office** - Municipal Court Judge George Steele administered the oath for Mike Olsen who was elected to a four year term as City of Shelton Commissioner of Finance and Accounting

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell

Staff Present: Dave O'Leary, Vicki Look, Cathy Beierle, Dave Eklund, Mike Michael, Dennis McDonald, Shelby Conklin and Lesleann Kangas

Mayor Cronce called the meeting to order 6:05 p.m.

Mayor Cronce read a statement thanking previous Mayor Tarrant, Commission, employees and citizens of the City of Shelton. He said in the years to come there will be new challenges and opportunities to our City and he is looking forward to being a team player making policies that will help Shelton grow smart. Mayor Cronce said sometimes politicians make promises when elected then ignore them when they realize how hard it is to accomplish them. He said he is aware of the City's financial condition but said we still need to pave more of our City streets, make our neighborhoods a safer place to live and make Shelton a business friendly City.

### **Commission Reports**

- **Mason County Senior Activities** – Ms. Terri Shaw, Executive Director, presented and read information on the importance of the Mason County Senior Activities. Ms. Shaw requested the Commission consider allowing them to partner with the City of Shelton in a Community Development Block Grant to purchase the Public Utility District #3 facility.
- **Boards and Committees** – Mayor Cronce requested the Commission table the appointments until the January 6, 2012 Retreat to allow for further discussion. Commissioner Olsen requested to be appointed to the Mason Transit Authority Board today to have City representation at the January 10, 2012 meeting.

*Commissioner Pannell moved to approve Commissioner Olsen be appointed to the Mason Transit Authority (MTA) Board, Mayor Cronce seconded the motion. A vote was taken and the motion passed. This will allow City representation for the MTA meeting of January 10, 2012.*

### **Public Comment**

Mayor Cronce recognized Mr. Tom Davis who congratulated the new Commission who will have the opportunity to make the City of Shelton a better place to live. He spoke in support of the Hall Equities project and what it would bring to our community. This project will bring higher end homes and much needed additional businesses to our area and he hopes this new Commission will support the project.

Mayor Cronce announced that the Commission will be attending a legislative meeting, Thursday, and a retreat on Friday.

### **Consent Agenda**

Mayor Cronce announced that Item #1, vouchers, be moved to New Business and requested a reading of the consent agenda.

2. Commission Meeting Minutes of:
  - Business Meeting of December 19, 2011
  - Study Session of December 27, 2011

***Commissioner Olsen moved to approve the consent agenda as read, Commissioner Pannell seconded the motion. A vote was taken and the motion passed.***

**Old Business** - None

**New Business**

1. Vouchers – Director of Financial Services Beierle reported that there are two batches of vouchers for review and approval. In the month of January the City runs two different budget years. State law requires the City to hold the books open until January 20, 2012 to approve any expenses coming in applicable to the 2011 budget, in addition, the 2012 budget is in effect. This is the reason for two batches of vouchers. The first voucher is numbered 76816 through 76842 in the amount of \$417,447.21, for the year 2011, with the major portion of these bills is for the Wastewater Treatment Plant Project.

***Commissioner Olsen moved to approve vouchers 76861 through 76842 in the amount of \$417,447.21; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.***

DH Beierle said the vouchers listed in the packet for 2012 are 76967 through 76978 in the amount of \$12,302.18. An additional voucher needed to be included in this batch. The new item is for the debt payment to Timberland Library in the amount of \$26,970.50. The new voucher approval requested tonight is for numbers 76967 through 76979 in the amount of \$39,272.68.

***Commissioner Olsen moved to approve vouchers 76967 through 76979 in the amount of \$39,272.68; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.***

2. Ordinance No. 1800-0112 – First Reading - An Ordinance of the City of Shelton, Washington, relating to the waterworks utility of the City, including the sewage system; providing for the issuance of a Water and Sewer Revenue Bond in the principal amount of \$4,544,000, a Water and Sewer Revenue Bond in the principal amount of \$5,000,000, a Water and Sewer Revenue Bond in the principal amount of \$6,000,000, and a Water and Sewer Revenue Bond in the principal amount of \$9,379,000, to redeem the City's Water and Sewer Revenue Bond Anticipation Note, 2010; authorizing the sale of the Bonds to the United States of America, acting through the United States Department of Agriculture Rural Utilities Service; and fixing the terms and covenants of the Bonds -- DH Beierle reported that this ordinance allows the City to issue bonds to pay back the interim financing and costs of the Wastewater Treatment Plant Project. The City accepted a grant and loan opportunity from United States Department of Agriculture Rural Development to upgrade the wastewater treatment plant and associated pieces in 2006, a subsequent grant and loan were received in 2009. The total amount of the interim financing is expected to be spent by February. At that point, we need to close the interim financing; issue the bonds and repay the interim financing. This bond ordinance needs to be approved due to the 30 day waiting period. DH Beierle requested a first reading of Ordinance No. 1800-0112 and place on the consent agenda for January 9, 2012 for a second reading and approval.

***Mayor Cronce requested a First Reading of Ordinance No.1800-0112 as follows:***

***An Ordinance of the City of Shelton, Washington, relating to the waterworks utility of the City, including the sewage system; providing for the issuance of a Water and Sewer Revenue Bond in the principal amount of \$4,544,000, a Water and Sewer Revenue Bond in the principal amount of \$5,000,000, a Water and Sewer Revenue Bond in the principal amount of \$6,000,000, and a Water and Sewer Revenue Bond in the principal amount of \$9,379,000, to redeem the City's Water and Sewer Revenue Bond Anticipation Note, 2010; authorizing the sale of the Bonds to the United States of America, acting through the United States Department of Agriculture Rural Utilities Service; and fixing the terms and covenants of the Bonds***

***The Commission concurred to place Ordinance No. 1800-0112 on the consent agenda for January 9, 2012.***

**Administration Reports**

City Administrator verified that he and the Commissioners will be attending the Association of Washington Cities training in Tacoma, February 10<sup>th</sup> and 11<sup>th</sup>.

**Public Comment** - None


**Administrative Final Touches** - None

**Announcing the Next Meeting of January 9, 2012, 2:00 p.m.**

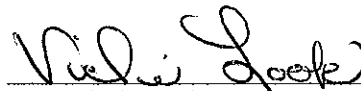
Mayor Cronce announced the next regular meeting of January 9, 2012 at 2:00 p.m.

**Adjournment**

As there was no further business the meeting was adjourned at 6:38 p.m.



Mayor Cronce



City Clerk Look