

**CITY OF SHELTON, WASHINGTON – CITY COMMISSION**  
Study Session Meeting Minutes – January 25, 2010  
Shelton Civic Center – 2:00 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell  
Staff Present: Dave O’Leary, Vicki Look, Steve Goins, Mike Michael and Lesleann Kangas

Mayor Tarrant opened the meeting at 2:00 p.m.

**Commission Reports**

- **Shelton Mason County Historical Society – Fourth Quarter Report** - Director Ms. Billie Howard presented the Fourth Quarter Report in accordance with their Tourism Grant Contract for 2009. Ms. Howard reported there were 4,544 who came to the museum in 2009. She also reported on upcoming events that will happen in 2010. Ms. Howard thanked the City for the lodging tax funds and is most appreciative of the continued support of their organization.
- **Shelton Mason County Chamber of Commerce – Fourth Quarter Report** – Executive Director Ms. Terri Jeffreys presented a report on the number of calls and visitors served at the caboose and chamber in the fourth quarter and for the year. The report highlights the tourism efforts made on behalf of the City of Shelton by the Shelton-Mason County Chamber of Commerce, for the fourth quarter of 2009. Ms. Jeffreys thanked the Hotel/Motel Advisory Committee and the City of Shelton for fostering a successful working relationship.

One or more Commissioners will attend the following activities this week:

- Tri Commission Meeting – Port, Mason County and the City of Shelton
- Legislative Conference – Association of Washington Cities
- Chamber of Commerce Board Meeting
- Community Action Council Meeting

**Public Comment**

Mayor Tarrant read into the record a letter from Mr. Ryan Troy expressing his concerns on the change of hours for the Community and Economic Development Department and the Customer Service Kiosk. Mr. Troy said there are permit applications that should be available to the public all hours. Mayor Tarrant suggested moving the permit rack outside the door so it would be available at all hours and reminded everyone the permits are on the City of Shelton website.

Mayor Tarrant recognized Mr. Ryan Troy who thanked Mayor Tarrant for reading his concerns and presented City Administrator O’Leary with a list of cost saving ideas from the City of Stockton, California. Mr. Troy reminded everyone he had presented ideas before such as turning off lights in the Civic Center during the daylight hours.

Mayor Tarrant recognized Ms. Rhoda Pykonen who said she is in favor of the North Sheltonville Historic Neighborhood Local Historic District and had hoped to hear more about it today. Mayor Tarrant explained that it was not on the agenda today due to legal review. DH Goins said it would not be on the agenda for February 1, 2010 but would be brought forward after a complete legal review.

**Consent Agenda**

1. Vouchers numbered 71914 through 71919 in the amount of \$19,712.88
2. Vouchers numbered 72028 through 72080 in the amount of \$889,460.50
3. Manual Warrant numbered:
  - 72025 in the amount of \$96,416.84 to Mason County Fire District #5
4. Joint Commission Meeting Minutes of October 29, 2009

***Commissioner Byrne 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. **Shelton Timberland/William G. Reed Library Board of Trustees Appointments** – Management Assistant Look reported that the Shelton Timberland/William G. Reed Library Board of Trustees currently has two open positions resulting from the resignation of Elspeth Pope and the expired term of Ben Trowbridge. The City has received two letters of interest to be considered for appointment to the board from Patricia Kevin and Dennis Leverich. Library Manager Patty Ayala Ross sent letters of recommendation for both of these applicants. MA Look requested that the Commission appoint Patricia Kevin to complete the term of Elspeth Pope, to expire December 31, 2011; and Dennis Leverich to fill the vacancy of Ben Trowbridge with a term to expire December 31, 2014 and place on the consent agenda for February 1, 2010.

***The Commission concurred to place Patricia Kevin to complete the term of Elspeth Pope, to expire December 31, 2011; and Dennis Leverich to fill the vacancy of Ben Trowbridge, to expire December 31, 2014 on the Shelton Timberland/William G. Reed Library Board consent agenda for the meeting of February 1, 2010.***

2. **Interlocal Agreement for the Provision of Water to the Port of Shelton's John's Prairie Industrial Park** – City Administrator O'Leary reported that in August 2009 the Shelton City Commission approved a utility extension agreement with Mason County Public Utility District No. 3 (PUD) to extend water service approximately 2 ½ miles past the end of the existing water service line on John's Prairie Road to where the PUD plans to build its operations facility. CA O'Leary presented a draft interlocal agreement between the City, Port and PUD that will allow the PUD to use a Port waterline that the Port will transfer ownership of the 16-inch line to the PUD which will then transfer to the City. The agreement also has the City taking over providing water to the Mason County Recreation Area (MCRA) and the Port's water system to MCRA. The City will not initiate annexation for any of the Port's property being served by the water extension for 20 years and ending the 50 percent surcharge to non-city water customers who have requested annexation. The City agrees to provide water to ADAGE, a biomass generating company if they chose to build on the Port's property. This agreement is under legal review at this time and is expected to be brought back under Old Business for the meeting of February 1, 2010.

## **Public Comment**

Mayor Tarrant recognized PUD #3 Commissioner Mr. Tom Farmer who thanked the City for the agreement and said this agreement was good news for the entire community.

Mayor Tarrant recognized PUD #3 Commissioner Ms. Linda Gott who said this agreement was good spirit and work by all parties involved.

Mayor Tarrant recognized Mr. Joel Myer who declined to speak.

Mayor Tarrant recognized PUD #3 Manager Ms. Wyla Wood who thanked Port Commissioner Mr. John Dobson and City Administrator Mr. Dave O'Leary for the professional job done on this project. This will have economic benefits for everyone.

Mayor Tarrant recognized Economic Development Council Director Matt Matayoshi who thanked City Administrator Mr. O'Leary for his good job on this issue. Mr. Matayoshi said this is critical infrastructure for the community. He said the saying is "build it and they will come" but also if you don't they won't.

Mayor Tarrant recognized Shelton Mason County Chamber of Commerce Executive Director Ms. Terri Jeffreys who thanked the Port, PUD #3 and City of Shelton for their cooperation in this tremendous opportunity.

## **Administration Reports** - None

## **Administrative Touches**

- MA Look/DH Beierle – Interfund Financing – Wastewater Treatment Plant
- CE Michael – Local Agency Supplement - Downtown Creek

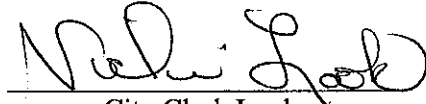
**Announcement of Next Meeting**

Mayor Tarrant announced that the next regular Commission meeting will be Monday, February 1, 2010, 6:00 p.m.

**Adjournment**

As there was no further business the meeting was adjourned at 3:05 p.m.

  
Mayor Tarrant

  
City Clerk Look