

**CITY OF SHELTON, WASHINGTON – CITY COMMISSION**  
Study Session Meeting Minutes – February 14, 2011  
Shelton Civic Center – 1:00 P.M.

**Executive Session** – The Commission, Dave O’Leary, Vicki Look, Cathy Beierle, Terry Davenport, Steve Goins and Attorney Bolasina were in attendance for 60 minutes to discuss potential litigation with no action to follow. The Commission adjourned the Executive session at 2:00 p.m.

**Convene to Regular Study Session - 2 P.M.**

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Dave O’Leary, Vicki Look, Cathy Beierle, Steve Goins, Terry Davenport, Mike Michael, Dennis McDonald and Lesleann Kangas

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

**Commission Reports**

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

- Shelton Mason County Chamber of Commerce State of the Community
- Association of Washington Cities Labor Relations Forum
- Association of Washington Cities Legislative Forum
- MACECOM Legislative and Governing Board Meeting
- Peninsula Regional Transportation Planning Organization Meeting

**Public Comment** - None

**Consent Agenda**

1. Manual Warrant numbered 74737 in the amount of \$89,336.77 to Jones & Roberts Company

*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. Ordinance No. 1779-0211 – An Ordinance of the City of Shelton, Washington, Creating a Reclaimed Water Service and Adding a New Title 16 to the Shelton Municipal Code Relating to Reclaimed Water Service – Regional Projects Manager McDonald reported that the City of Shelton is producing a new product with the completion of the Satellite Water Reclamation Plant, Class A Reclaimed Water. This product is a reusable water resource beneficial to the northwestern area of Shelton. Washington State Patrol and Washington State Corrections Center partnered with the City to conceive and construct the Satellite Plant for improved wastewater management and increased water conservation for their facilities. They signed Utility Service Agreements that consider their contribution towards building the Satellite Plant to calculate their rates for services. It is recommended that the City establish a new service and rate structure for new users of this resource and management of this new product. The City establishes a new service for the Shelton Municipal Code through an ordinance. The ordinance will encourage the use of reclaimed water and creates a rate of 50 percent of the commercial water rate. One requirement for future customers will be connection to the sewer system in the Satellite Plant service area. Increasing the number of users of reclaimed water requires a commensurate increase in wastewater. RPM McDonald recommended that the Commission schedule a Public Hearing on March 7, 2011 to consider establishing the Reclaimed Water Service pursuant to draft Ordinance No. 1779-0211.

*The Commission concurred to schedule a Public Hearing for March 7, 2011 to consider establishing the Reclaimed Water Service pursuant to draft Ordinance No. 1779-0211.*

2. Resolution # 1014-0211 – A Resolution of the City of Shelton, Washington, Declaring an Intent to Vacate an Unopened Portion of G Street – Public Works and Community and Economic Development Director Goins said that Mason General Hospital (MGH) has filed an application for a building permit to expand the hospital and health care facilities to the north, located on property adjacent to unimproved East G Street. The Public Works Department received an application for Vacation of a Public Right of Way from MGH to vacate approximately 210 feet of unopened East G Street between Sherwood Lane and 13<sup>th</sup> Street, which abuts parcel numbers 320185900001 and 320180060000. The subject vacation has been considered by Public Works and Community and Economic Development Staff, which determined the extension of East G Street is not desired for traffic circulation, that providing vehicular access in this location would likely result in adverse traffic impact to the adjacent neighborhood to the west, and would create undesired traffic movement issues on 13<sup>th</sup> Street. DH Goins requested approval of Resolution #1014-0211 which would schedule a public hearing for March 7, 2011. An Ordinance to vacate the subject right-of-way would be presented at the public hearing.

*Mayor Tarrant requested a Reading of Resolution #1014-0211 as follows:*

*A Resolution of the City of Shelton, Washington, Declaring an Intent to Vacate an Unopened Portion of G Street*

*Commissioner Pannell moved to approve Resolution #1014-0211, Commissioner Byrne seconded the motion. A vote was taken and the motion passed.*

*The Commission concurred to schedule a Public Hearing for March 7, 2011 to consider the vacation of an unopened portion of G Street*

3. Release of Private Fire Protection Covenant on certain properties – Public Works and Community and Economic Development Director Goins said that Simpson Timber Company is in the process of purchasing property from Kamin/Ashby LLC, in the vicinity of the former ITT Rayonier campus. Mr. Ashby has requested City assistance to clear encumbrances on certain properties of interest including the property Simpson is interested in. The request is for release from a “Fire Protection System Maintenance” covenant that ensures the systems providing non-city fire flow to the former ITT Rayonier office building are maintained. Staff has researched the private fire flow encumbrance on these properties and has agreed to move forward with a recommendation to the Commission to release the unaffected parcels. The covenant for maintenance of the existing fire protection system was placed on a large block of properties due to limited potable water flows in the area therefore not meeting minimum fire flow requirements. Staff has determined which of the surrounding parcels owned by Kamin/Ashby LLC; and subject to the covenant, have access to reasonable fire flows and thus do not appear to be dependant on the existing private system. DH Goins requested that the Commission approve and authorize the Mayor to sign on their behalf the “Partial Release and Termination of Covenants” for the requested properties including the property being purchased by Simpson Timber Company and place on the consent agenda for February 22, 2011.

*The Commission concurred to place the “Partial Release and Termination of Covenants” for the requested Kamin/Ashby LLC properties, including the property being purchased by Simpson Timber Company, on the consent agenda for February 22, 2011, authorizing the Mayor to sign.*

#### **Administration Report**

- Vivian Cruickshank – Certificate of Appreciation – Mayor Tarrant read and presented a certificate and letter of appreciation to Vivian Cruickshank thanking her for many years of dedicated service as a Civil Service Commissioner. The Commission invited everyone to a reception in her honor immediately following the meeting.

**Public Comment** - None

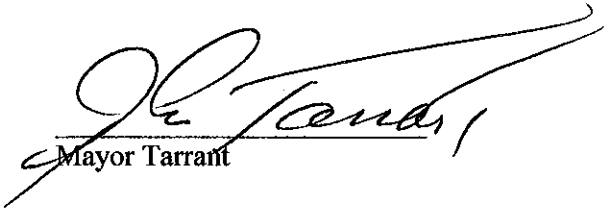
**Administrative Touches** - None

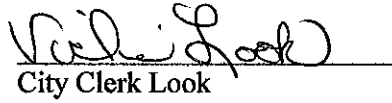
**Announcement of Next Meeting**

Mayor Tarrant announced the next Commission meeting of Tuesday, February 22, 2011, at 6:00 p.m. due to the observance of the Presidents Day holiday.

**Adjournment**

As there was no further business the meeting was adjourned at 2:35 p.m.

  
\_\_\_\_\_  
Mayor Tarrant

  
\_\_\_\_\_  
City Clerk Look