

**CITY OF SHELTON, WASHINGTON – CITY COMMISSION**  
Study Session Meeting Minutes – June 27, 2011  
Shelton Civic Center – 2:00 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Vicki Look, Steve Goins, Cathy Beierle, Dave Eklund, Mike Michael and Lesleann Kangas

**Commission Reports**

- Mason Matters – Community Gardens – Ms. Delphina Liles and Ms. Katie Wolfe – Mayor Tarrant welcomed Ms. Jeanne Rehwaldt of the Washington State Extension Office Master Gardner Program. Ms. Rehwaldt introduced Ms. Liles and Ms. Wolfe, AmeriCorps members, who have been working with the Catalyst Park and Hope Garden projects. One of the goals of these projects is to bring nutritional foods to the Food Banks.

**Public Comment** - None

**Consent Agenda**

1. Personal Services Contract – Michele Baumgart – Authorize the Mayor to sign
2. Resolution # 1022-0611 – A Resolution of the City of Shelton Revising Fees and Superseding Resolution #1010-1110, the City Fee Schedule; and Repealing all other Prior Fee Related Resolutions

*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. Resolution #1021-0611 – A Resolution of the City of Shelton, Washington Declaring City Weapons Surplus to the Needs of the City, and Disposing of such Weapons for the Common Benefit – Interim Police Chief Eklund explained the weapons listed in the packet for surplus. He said the proceeds from the weapons listed as “trade-ins” will be used to supply 25 hand guns needed by the department. The items listed to be destroyed are either of no value or dysfunctional and at least one has no serial number. He said some of the weapons have been used in crimes, but none have been used in violent crimes. Interim Chief Eklund requested Resolution #1021-0611 be placed on the consent agenda for July 5, 2011.

*The Commission concurred to place Resolution #1021-0611 on the consent agenda for July 5, 2011.*

2. Resolution #1023-0711- A Resolution of the City of Shelton, Washington Adopting the Comprehensive Six (6) Year Transportation Improvement Program for the City of Shelton for the Years 2012 through 2017 – City Engineer Michael reported that the Transportation Improvement Program (TIP) document is required to be produced by all County and Local Governments annually. This report is given to the State and allows the City access to Federal Funds. It is looking ahead for the transportation needs of our community. There are not a lot of changes from last year. This year due to limited funds the two projects moving forward are the K Street and Lake Blvd projects. CE Michael said this is in draft form and is requesting a Public Hearing for July 18<sup>th</sup> to allow public comment.

*The Commission concurred to hold a Public Hearing for the Comprehensive Six Year Transportation Improvement Program on July 18, 2011.*

3. Satellite Reclamation Plant – Budget Amendment – Public Works and Community and Economic Development Director Goins reported that the Satellite Reclamation Plant has sustained considerable damage to the membrane plates and the contractor has been put on notice that he would be liable for the damage. It had been thought that retainage funds could be utilized for the repairs, but have learned this is not the case. Sewer fund reserves include monies paid

by the Regional Partners specifically dedicated for Satellite maintenance that would essentially cover this cost. While reluctant to utilize utility funds for these repairs, Staff believes completing this work quickly is critical to ensure Satellite Plan operations continues to meet permit discharge requirements, to allow for other maintenance activities to occur without adversely affecting day-to-day operations, and would increase plant efficiency. If cleaning and repair to the second tank are not completed this summer operations will become increasingly more difficult, and eventually would likely result in permit discharge violations. The proposal from Ovivo, the supplier of the membrane plates and compensation for the work they have done previously, is very favorable for saving of about \$70,000 to \$90,000 by taking advantage of the offer quickly. The need to make the repairs will allow continuing to operate within our permit for an extended period of time. That will allow the process of determining how we will resolve the litigation potential with our contractors and not jeopardize plant operations.

DH Goins requested to utilize the funds in the reserves for the sewer utility for repairs. The dollar figures includes \$269,000 which covers the previous work Ovivo completed and purchasing of 1500 additional membrane plates and an estimate to do the labor portion of the work.

*The Commission directed staff to contact the Regional Partners to make them aware of the situation.*

*Commissioner Pannell moved to authorize the City Administrator to make necessary budget amendments to complete the second tank cleaning and repairs at the Satellite Reclamation Plant; Commissioner Byrne seconded the motion. A vote was taken and the motion passed.*

**Administration Report** - None

**Public Comment** - None

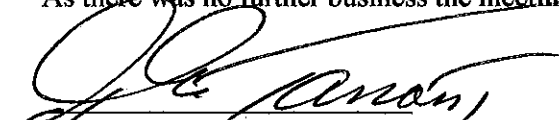
**Administrative Touches** - None

**Announcement of Next Meeting**

Mayor Tarrant announced the next Commission meeting of Tuesday, July 5, 2011, 6:00 p.m. in observance of the Fourth of July Holiday.

**Adjournment**

As there was no further business the meeting was adjourned at 2:47 p.m.

  
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Mayor Tarrant

  
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City Clerk Look