CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes – September 4, 2012
Shelton Civic Center - 6 P.M.

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

Mayor Cronce called the meeting to order at 6:00 p.m.

Commission Reports
- “Celebrating My Drive” – Traffic Safety – Mr. Gerald Apple, State Farm Agent Melanie Bakala and SADD Club officer Danielle Salinas presented the “Celebrate My Drive” event sponsored by State Farm Insurance. This event will be held September 15, 2012 at Oakland Bay Junior High from 9:00 a.m. until 5:00 p.m. This event is a chance for the community to show their support for teens as they learn to drive and prepare for their futures. Festivities include: driving contest, golf cart obstacle course simulating the effects of texting or drinking while driving, bicycle rodeo, free music and refreshments, including hot dogs, hamburgers, cotton candy and more. They encouraged everyone to attend.

Public Comment - None

Consent Agenda
1. Vouchers numbered 79176 through 79276 and 79270 and 79271 in the amount of $289,684.25
2. Commission Meeting Minutes from:
   • Business Meeting of August 20, 2012
   • Study Session of August 27, 2012
3. Customer Service Labor Agreement

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
1. Resolution #1043-0812- A Resolution of the City of Shelton, Washington Amending the Framework for Financial Recovery and Sustainability – City Administrator O’Leary said there will be one change to the Resolution. The sentence stating, “funds totaling 6.5 percent of the general fund budget” to “funds totaling 6.5 percent of the general fund expenses.” Resolution #1043-0812 amends Resolution #953-0408, adopted to ensure financial sustainability, expenses not to exceed revenues, and accounts for one-time revenues and ongoing revenues separately, that maintains a minimum amount of reserves for operations and strategic purposes. This policy has been in place for four years and we have met the goals and now things have become obsolete and needs to be updated. He said that now the goal has been met, it is about maintaining sustainable financial situation rather than achieving. Our objective has been met and now it is about keeping things on an even keel. CA O’Leary requested the Commission adopt Resolution #1043-0812.

Mayor Cronce said this has been brought back for him to get clarification from Director of Financial Services Beierle. He met with DH Beierle and received the information he needed.

Mayor Cronce requested a reading of Resolution #1043-0812 as follows:

Commissioner Pannell moved to approve Resolution #1043-0812, Commissioner Olsen seconded the motion. A vote was taken and the motion passed.
New Business

1. Ordinance No.1809-0912 – An Ordinance of the City of Shelton, Washington Amending Chapter 8.64 of the Shelton Municipal Code Relating to the Regulation of Fireworks – CA O’I.early reported that the City Commission discussed adopting an ordinance to ban fireworks in the City of Shelton. This will allow the City to enact an ordinance that is has restrictions that state law so long as the effective date is at least one year from adoption. Mason #5 Fire Chief McKern said the Fire and Police Department would use the one year to educate the community and bring focus to the bigger family events.

Commissioner Pannell said she would like a First Reading of Ordinance No. 1809-0912, and place it under Old Business for an upcoming meeting to allow time for public input. The Commission concurred.

Mayor Crane requested a First Reading of Ordinance No. 1809-0912 as follows:

Ordinance No.1809-0912 – An Ordinance of the City of Shelton, Washington Amending Chapter 8.64 of the Shelton Municipal Code Relating to the Regulation of Fireworks

2. Sole Source Purchase for APSCO, Inc. Pump Model #H55K Replacement Parts & Labor (Kneeland Park Pump Station) – Public Works and Community and Economic Development Director Goins reported that in July 2011, the Kneeland Park Pump Station experienced the failure of one pump, which was still under warranty, and the contractor and supplier were contacted for resolution. When the pump was pulled, it was found that the lower portion of the pump, including the guides holding it in the wet well, had sustained significant damage. The pump was shipped to the manufacturer for evaluation. A report was provided to the City, identifying the probable cause being a large solid object was drawn through the pump, damaging the impeller and ultimately causing the housing and support structure to fail. This was due to fatigue, caused by vibrations related to the broken impeller. During removal, and prior to shipping, the pump motor was dropped damaging the motor casing. APSCO has rendered the pump a total loss. DH Goins said Commission previously approved the purchase of the last pump for the Kneeland Park Pump Station. This purchase is intended to be an emergency back-up, and to ensure the City has adequate pumping capacity for the winter storms. The lead time for these pumps is several weeks. Staff requested the Commission approve the purchase of APSCO, Inc. Pump Model #H55K Replacement Parts & Labor at the quoted price of $106,390.90, which includes freight charges, via the sole source process, and sign the Vendor Award Form.

Commissioner Pannell moved to approve the purchase of the APSCO, Inc. Pump Model #H55K Replacement Parts & Labor for the Kneeland Park Pump Station, via the sole source process, and authorize the Mayor to sign the Vendor Award Form; Commissioner Olsen seconded the motion. A vote was taken and the motion passed.

3. Shelton Creek Dredging – Canyon Creek Improvement – City Engineer Michael presented a briefing to the Commission related to the ongoing Canyon Creek Flood Abatement Project. The Commission approved the project July 9, 2012, as proposed (for a cost not to exceed $300,000), authorized the necessary budget modifications and approved the Mayor to sign all related documents. There was a total of one bid received, from George Gill Construction, in the amount of $349,692.00, including sales tax. The successful bid was $49,692.00 over the Engineer’s Estimate of $300,000. The final permit authority on the project was received last week. The proposal included a small channel within Simpson’s Mill site (15-20 percent of the project). If eliminated this would make the total $280,000. The original project is from upstream the end of Second Street to just downstream of the culverts in the creek at the Olympic Panel parking area, (approximately 1000 feet of channel). To stay under the $300,000, we will need to eliminate approximately 200 feet of the Simpson area from Second Street to just downstream of the railroad. CE Michael requested the Commission concur in the previous action of July 9, 2012, by signing the award documents. This will allow the contract to begin early next week.

Commissioner Pannell asked if we would be negating all the work by not doing the whole proposed project, and there has been conversation with Simpson, to see if they would be interested in partnering with the City by paying for the section on Simpson property. CE Michael said he has contacted Simpson regarding this.
Mayor Cronce asked about the Army Corp of Engineers imposing jurisdiction on the project. CE Michael said that a permit has been issued and they coordinated with Fish & Wildlife to issue an extension on the project time from 9/15/2012 to 9/30/2012.

Commissioner Olsen said he has concerns with receiving only one bid, and that proposal exceeding the engineer’s estimate. He asked if any of Canyon Creek was included; CE Michael said it is Shelton Creek, but the dredging of Shelton Creek will have a direct impact on Canyon Creek flooding. The dredging will occur under the bridges and culverts. Commissioner Olsen suggested waiting a year, getting more bids and options.

Commissioner Pannell moved to accept the bid from George Gill Construction, Inc. in the amount of $349,692.00 for the Canyon Creek Dredging Project; Commissioner Olsen seconded the motion (with reservation, needs to be more thought out concerning Canyon Creek). A vote was taken and the motion passed.

Administration Reports
City Administrator O’Leary said he has been playing catch-up after being on vacation and also working on the budget process.

Public Comment
Mayor Cronce recognized Mr. Tom Davis who had concerns about the items listed on the agenda allowing for public comment, however the Commission did not recognize him to speak. He asked if insurance covered the pump replacement, DH Goins responded yes.

Administrative Final Touches

Announcement of Next Meeting
Mayor Cronce announced the next regular meeting of September 10, 2012, 2:00 p.m.

Adjournment
As there was no further business the meeting was adjourned at 7:08 p.m.

Mayor Cronce

City Clerk Look