

CITY OF SHELTON, WASHINGTON - CITY COMMISSION

Business Meeting Minutes – November 9, 2009

Shelton Civic Center - 6 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Dave O’Leary, Kathleen Haggard, Vicki Look, Steve Goins, Cathy Beierle, Mike Michael, and Lesleann Kangas

Commission Reports

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

- Mason County Transit Authority Board Meeting
- Economic Development Council Meeting
- MACECOM Meeting

Public Comment - None

Mayor Tarrant opened the Public Hearing at 6:02 p.m.

City Attorney Haggard polled the Commission for conflicts of interest. All of the Commissioners stated that they have none.

Public Hearing – 2010 Preliminary Budget & Ordinance No. 1756-1109 – First Reading - An Ordinance of the City of Shelton, Washington, Increasing Ad Valorem Taxes in the City of Shelton for Calendar Year 2010 – Levy Certification – City Administrator O’Leary and Director of Financial Services Beierle presented a hand-out of the City of Shelton 2010 Preliminary Budget that included a message from CA O’Leary and everything from the City Wide Budget, Employee Costs and all City Funds for the current year and the ensuing year. A complete copy of the 2010 Preliminary Budget is available at the City Clerks Office. The 2010 Ad Valorem (Property) Tax Levy public hearing was also included. The Ad Valorem Ordinance and Levy Certificate must be submitted to the Mason County Commissioners and Assessor by no later than November 30, 2009. DH Beierle requested a first reading of Ordinance No. 1756-1109 and to place it and the Levy Certification on the consent agenda for November 16, 2009.

The Commission requested a First Reading of Ordinance No. 1756-1109 – An Ordinance of the City of Shelton, Washington, Increasing Ad Valorem Taxes in the City of Shelton for Calendar Year 2010 – Levy Certification.

The Commission concurred to place Ordinance No. 1756-1109 and the Levy Certification on the consent agenda for the meeting of November 16, 2009.

Public Testimony

Mayor Tarrant recognized Mr. Denny Temple who expressed concerns on the eliminating of a police officer position. Mr. Temple said that public safety should be a top priority for the citizens of the City. He encouraged employee concessions during negotiations that will help to keep jobs.

Mayor Tarrant recognized Mr. Jim Tostevin who presented a letter to the Commission suggesting more Community Orientated Policing Programs that could include businesses to help with public safety.

Mayor Tarrant recognized Mr. Bob Dunlap who is the Animal Control Officer and Parking Officer for the City of Shelton. This is one of the jobs being eliminated for 2010. Mr. Dunlap has concerns with doing away with animal and parking control in the City. He said the police officers do not have time to do either of these jobs. Crime rates in our area are very high and cutting a public safety person does not make sense.

Mayor Tarrant recognized Mason County Sheriff, Casey Salisbury, who said that with the budget cuts at the County his Department’s ability to assist the City is very limited and citizens should be concerned with the public safety cuts.

Mayor Tarrant recognized Ms. Jane Roush who echoed her statement from last weeks meeting saying that there should not be any cuts concerning public safety.

Mayor Tarrant recognized Mr. Maurice Perigo who asked staff to look at other departments for cuts. Mr. Perigo had contacted other cities of similar size and they do not spend as much on Financial Services. He asked what process is used to institute budget cuts. Mr. Perigo said he is an advocate of public safety and the City should look elsewhere for cuts. City Administrator O'Leary and Director of Financial Services Beierle said they would set up a meeting with Mr. Perigo to address his questions.

Mayor Tarrant extended the meeting until 8:30 p.m.

Mayor Tarrant recognized Ms. Kerry Halvorsen who said if there are not enough officers to protect the citizens then citizens will be sitting home arming themselves with guns to protect themselves.

Commissioner Pannell moved to close the Public Hearing, Commissioner Byrne seconded the motion at 8:04 p.m. A vote was taken and the motion carried.

The Commission requested a first reading of Ordinance No. 1756-1109 – An Ordinance of the City of Shelton, Washington, Increasing Ad Valorem Taxes in the City of Shelton for Calendar Year 2010 – Levy Certification and place both on the consent agenda for November 16, 2009.

The Commission concurred to place Ordinance No. 1756-1109 and Levy Certification on the consent agenda for a second reading and the adoption for November 16, 2009.

Consent Agenda

1. Payroll Warrants numbered 60453 through 60515, 60518 through 60591, 60593 through 60642, 60645 through 60649 and 60651 through 60671 in the amount of \$662,993.62
2. Laurel Street Storm Project – Project & Contract Award – Authorize the Mayor to sign when returned from contractor and the City Administrator to make necessary budget adjustments

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

1. Ordinance No. 1755-1109 – First Reading - An Ordinance of the City of Shelton, Washington, Relating to Sewer Service; Amending Shelton Municipal Code Sections 14.28.020 through 14.28.060 – City Engineer Michael said this ordinance provides for the basic cost of services increase to the current sewer rates for 2010. This increase is necessary to maintain enough revenue within the Sewer Utility to support the ongoing operation and maintenance, debt service payments, and needed Capital Projects while maintaining a reasonable fund balance as a cushion for any unforeseen issues. This is intended to be an interim increase to allow the utility to complete a Sewer Comprehensive Plan Update including a detailed Sewer Rate Study and 6-year rate plan. A six percent increase will be for the year 2010. CE Michael requested a first reading of Ordinance No. 1755-1109 with a second reading and adoption on November 16, 2009.

The Commission requested a First Reading of Ordinance No. 1755-1109 – An Ordinance of the City of Shelton, Washington, Relating to Sewer Service; Amending Shelton Municipal Code Sections 14.28.020 through 14.28.060 with a second reading and adoption on November 16, 2009.

2. Timberland Library Contract – Note – City Administrator O'Leary presented this contractual obligation last week to agree to pay Timberland \$83,721 with the first payment of \$29,597 due December 31, 2010 and on the last day of each year for two more years. This has already been included in the City's 2010 budget. CA O'Leary requested the Commission authorize the Mayor to sign the Promissory Note with Timberland Regional Library.

Commissioner Byrne moved to approve the Promissory Note with Timberland Regional Library in the amount of approximately \$29,597.00 that will include interest adjustments for 2010 and each year for two more years. Commissioner Pannell seconded the motion. A vote was taken and the motion carried.

New Business

1. **Lease Agreement between City of Shelton and Simpson Timber Company - Amendment No. 2 – Tidelands** – Director of Public Works and Community and Economic Development Goins reported that since the 1950's Simpson Timber Company has leased City owned tidelands that are located south of the boat ramp for storage and rafting logs and timber. The current lease agreement of \$270.00 annually, plus State Leaseholder Excise Tax expires December 31, 2009. This proposed Amendment #2 would extend the lease for an additional ten-year term at \$500 annually. DH Goins requested the Mayor be authorized to sign the Lease Agreement once signed by Simpson Timber Company and place on the consent agenda for November 16, 2009.

Commissioner Byrne suggested that this should be reviewed before ten years, not annually but maybe in five years.

The Commission directed DH Goins to research the lease fees of other Tidelands and report back before moving forward with the lease between the City of Shelton and Simpson Timber Company.

Mayor Tarrant extended the meeting for an additional ten minutes.

2. **Wastewater Treatment Plant – Supply and Services Contract for Solids Drying Equipment - Andritz Separation Inc.** – City Engineer Michael reported that of the three proposals received by the evaluation panel, including City Staff and consultant experts, reviewed for compatibility with the current facilities and Conceptual upgrades. This process was undertaken to allow the design team to narrow the parameters that needed to be met in the design of the solids handling facilities. Following a successful negotiation, a contract for Solids Drying Equipment with Andritz Separation, Inc. had been agreed to, in the amount of \$2,730,128.00 not including tax. This purchase is part of the overall budget for the Wastewater Treatment Plant Upgrades. CE Michael requested the Commission approve the Vendor Award and authorize the Mayor to sign the contract when received back from contractor.

The Commission concurred to place the Vendor Award and authorize the Mayor to sign the contract with Andritz Separation, Inc. on the consent agenda for November 16, 2009.

3. **Wastewater Treatment Plant Upgrades - Amendment #4** – City Engineer Michael said the City of Shelton has gone out to bid for the Wastewater Treatment Systems Rehabilitation Project and to assist in specialty inspection services staff recommends expanding the current contract with Parametrix for Consulting Construction Services. Staff proposes to amend the original design contract with Parametrix to include additional construction services. This contract, once amended, will encompass the design and construction services period between October 2007 and December 2012. The project manager negotiated with Parametrix to establish total contract services in the amount of \$5,517,639.49. CE Michael requested the Commission approve Parametrix to provide Consulting Construction Services to assist City project staff with specialty inspection services, award the contract, and authorize the Mayor to sign the Professional Services Contract when received with contractor's signature. CE Michael asked that Amendment #4 be placed on the consent agenda for November 16, 2009.

The Commission concurred to place Amendment #4 with Parametrix on the consent agenda for November 16, 2009 and authorize the Mayor to sign when received with contractor's signature.

Administration Reports - None

Public Comment - None

Mayor Tarrant recognized Ms. Jane Roush who asked if there should be further investigation into the Tidelands Lease with Simpson. Ms. Roush suggested that maybe the price was too low for a ten year lease and some additional research should be done. DH Goins said he would research and bring the results back at a later date.

Administrative Final Touches

None other than Touches printed on the current Looking Ahead

Executive Session - The Commission meeting was adjourned to Executive Session at 8:40 p.m. for 15 minutes to discuss potential litigation with no action to follow. The Commission, City Attorney Haggard, Dave O'Leary and Vicki Look were in attendance. The Commission adjourned the Executive session at 8:55 p.m.

Closed Session The Commission held a Closed Session at 8:55 p.m. for 40 minutes with no action to follow. The Commission adjourned the Closed Session at 9:35 p.m.

Announcement of Next Meeting

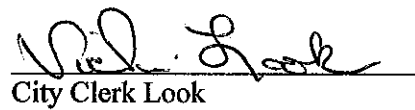
Mayor Tarrant announced the next Commission meeting of Monday, November 16, 2009, 6:00 p.m.

Adjournment

As there was no further business the meeting was adjourned at 9:36 p.m.



Mayor Tarrant



City Clerk Look