

## CITY OF SHELTON, WASHINGTON - CITY COMMISSION

Business Meeting Minutes – November 16, 2009

Shelton Civic Center - 6 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Dave O'Leary, Vicki Look, Steve Goins, Dennis McDonald and Lesleann Kangas

### Commission Reports

Commissioner Pannell reminded everyone to use caution when out and about in the stormy weather conditions.

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

- Law Enforcement Officers and Fire Fighters Board Meeting (LEOFF)
- Chamber of Commerce Board Meeting
- Cemetery Board Meeting
- Dental Clinic – First Anniversary
- Peninsula Regional Transportation Planning Organization Meeting

### Public Comment - None

*The Commission amended the Consent Agenda by removing Item #4 & #5 and adding them under Old Business.*

### Consent Agenda

1. Vouchers numbered 71273 through 71397 in the amount of \$631,014.22
2. Transfer and Banking Fees in the amount of \$120,158.04
3. Commission Meeting Minutes of:
  - Business Meeting of November 2, 2009
6. Ordinance No. 1755-1109 – Second Reading/Adoption - An Ordinance of the City of Shelton, Washington, Relating to Sewer Service; Amending Shelton Municipal Code Sections 14.28.020 through 14.28.060
7. Ordinance No. 1756-1109 – Second Reading/Adoption - An Ordinance of the City of Shelton, Washington, Increasing Ad Valorem Taxes in the City of Shelton for Calendar Year 2010 – Levy Certification

*Commissioner Byrne moved to approve the consent agenda as amended and read. Commissioner Pannell seconded the motion. A vote was taken and the motion passed.*

### Old Business

4. Wastewater Treatment Plant – Supply and Services Contract for Solids Drying Equipment – Vendor Award - Andritz Separation Inc. – Authorize the Mayor to sign contract when received back from contractor – Public Works and Community and Economic Development Director Goins said that during the final review of the contract it was noticed that a portion of the dryer solids handling piece was duplicated which resulted in a deduction in price of about \$120,000 making the total project \$2,613,856. The second item noticed were specific dates concerning delivery so section “c” was added to clarify delivery. DH Goins requested the Commission approve the Vendor Award with the correct dollar amount of \$2,613,856 and the addition of section “c” and authorize the Mayor to sign the contract with Andritz Separation Inc.

*Commissioner Pannell moved to approve the Vendor Award to Andritz Separation Inc. in the amount of \$2,613,856 and authorize the Mayor to sign the contract when received from contractor. Commissioner Byrne seconded the motion. A vote was taken and the motion passed.*

5. Wastewater Treatment Plant Upgrades - Amendment #4 Construction Support Service – Parametrix - Authorize Vendor Award and the Mayor to sign contract when returned from contractor – Regional Project Manager McDonald said that there is a change in the end of the contract from January 2012 to April 30, 2012. The

other item is that there is no request for Vendor Award. McDonald requested the Commission authorize the Mayor to sign Amendment #4 Construction Support Service with Parametrix.

***Commissioner Pannell moved to authorize the Mayor to sign Amendment #4 Construction Support Services with Parametrix, Commissioner Byrne seconded the motion. A vote was taken and the motion passed.***

### **New Business**

1. **Goldsborough Creek – Simpson Ingress & Maintenance Easement** -- Regional Projects Manager McDonald explained that part of the construction of the Kneeland Park Pump Station includes installing sewer pipeline and asphalt entryway to the pump station across Simpson Timber Company railroad tracks. McDonald said that every time the City would need to use this Easement Simpson would be contacted prior to use. Staff requested the Commission authorize the Mayor to sign the Simpson Ingress & Maintenance Easement and place on the consent agenda for November 23, 2009.

***The Commission concurred to authorize the Mayor to sign the Simpson Ingress & Maintenance Easement and place on the consent agenda for November 23, 2009.***

2. a) **Public Works Trust Fund Loan Agreement Amendment (WWTP) - \$860K**  
b) **Public Works Trust Fund Loan Agreement Amendment (WWTP) - \$140K**

Regional Projects Manager McDonald said these were being presented together due to the request being the same. The requested amendments are to extend the loan payment time from five years to twenty years. The Public Works Board instituted a new policy that allows extending the loan payback period from five years to twenty years if the City has secured funding for construction. McDonald requested the Commission authorize the Mayor to sign the Public Works Trust Fund Loan Agreement Amendments.

***Commissioner Pannell moved to authorize the Mayor to sign the Public Trust Fund Loan Agreement Amendment PRO-951-099 in the amount of \$860K extending the loan agreement from five years to twenty years, Commissioner Byrne seconded the motion. A vote was taken and the motion passed.***

***Commissioner Pannell moved to authorize the Mayor to sign the Public Trust Fund Loan Agreement Amendment PRO-951-017 in the amount of \$140K extending the loan agreement from five to twenty years, Commissioner Byrne seconded the motion. A vote was taken and the motion passed.***

### **Administration Reports** - None

### **Public Comment**

Mayor Tarrant recognized Ms. Jane Roush who asked if any additional information had been received concerning the Simpson Tideland Lease that was presented at the meeting of November 9, 2009. DH Goins said he had not obtained any new information which is why it was not on tonight's agenda. He will bring it back for discussion as an agenda item when further information is obtained.

### **Administrative Final Touches**

- MA Look – Municipal Court Judge Appointment – November 30, 2009
- MA Look - Hotel/Motel Tourism Applicants recommendations related to City support for event charges – November 30, 2009
- MA Look – Wapato Jail – Shelby Conklin – November 30, 2009

Regional Projects Manager McDonald reported that he had the Regional Project Management Inter-Governmental Agreement #13 - Amendment #3 that had been approved for the Mayor's signature on June 15, 2009 available for signature.

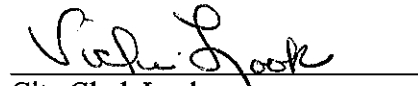
### **Announcement of Next Meeting**

Mayor Tarrant announced the next regular Commission meeting of Monday, November 23, 2009, 2:00 p.m.

**Adjournment**

As there was no further business the meeting was adjourned at 6:32 p.m.

  
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Mayor Tarrant

  
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City Clerk Look