CITY OF SHELTON, WASHINGTON - CITY COMMISSION
Business Meeting Minutes – December 17, 2012, 6:00 p.m.
Shelton Civic Center

Presiding: Mayor Cronce, Commissioner Olsen and Commissioner Pannell
Staff Present: Dave O’Leary, Steve Goins, Greg Clark and Lesleann Kangas

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

Commission Reports

One or more Commissioners will attend the following activities this week:
- Mason Transit Authority Board Meeting
- MACECOM Meeting
- Criminal Justice Team Meeting

Public Comment
Mayor Cronce recognized Ms. Kim Klint of Mason Matters who proudly announced being the recipient of the Robert Wood Johnson Foundation Grant in the amount of $135,035. This grant will improve educational attainment levels in our future workforce and supports countywide career and college-readiness preparation activities that will result in more high school graduates moving into productive career paths.

Consent Agenda
1. Vouchers numbered 79867 through 79978 in the amount of $244,662.88
2. Payroll Warrants numbered 68236 through 68415 in the amount of $594,174.17
3. Manual Warrants numbered:
   - 79863 to Nova Contracting, Inc. in the amount of $347,324.62
   - 79866 to Shelton Auto Loan Co. in the amount of $131,000.00
4. Commission Meeting Minutes from:
   - Business Meeting of November 19, 2012
   - Study Session on November 26, 2012
5. Civic Center Rotating Artist Recommendations – Barbara DePirro – Photography, Stephen Kosinski, Photography/Mixed Media
6. New Financial System, Permitting/Mapping Software and Web Based Services – Software Services Contract with Tyler Technologies – Authorize the Mayor to sign
7. Dayton-Airport Road Watermain Expansion Project – Construction and Materials Testing Services – Materials Testing Inc. Contract – Authorize the Mayor to sign when returned from contractor and City Administrator to make any necessary budget adjustments
8. City of Shelton and Mason County Interlocal Agreement for Probation Services – Authorize the Mayor to sign
9. 2013-2018 Strategic Plan

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. 2013 Work Plan – City Administrator O’Leary said this was presented last week and is brought back this week because one project, Sixth Street Park, was not added to the Work Plan and should have been. Management Assistant Look suggested that the Computer Network Infrastructure be added also, staff agreed. CA O’Leary requested the Commission approve the amended 2013 Work Plan.

Public Comment on Action Item – None
Commissioner Pannell moved to approve the 2013 Work Plan as presented, Commissioner Olsen seconded the motion. A vote was taken and the motion passed.

2. Sewer Funding Advocacy Contract—CA O’Leary reported that at a recent Association of Washington Cities meeting, staff learned that another small city, had within the past several years, received an appropriation from the State Capital Fund for sewer infrastructure. Their method was to hire a professional to help them lobby the Legislature for an appropriation. The City of Shelton is in a similar situation, facing increased sewer rates for work already completed using borrowed money. We have at least one more project to construct, which the State has mandated. If we can secure funding that we do not have to repay, we can at least mitigate the increased rates that are coming. A specific request to the Legislature should include funding for the Basin sewer rehabilitation project that has an estimated cost of four million dollars. This project will not only solve long standing I&I problems, it will actually free up capacity at the main sewer plant by reducing a significant amount of ground water that would otherwise have to be treated. A related project would “intertie” our two sewer plants, and should also be included in our request. Currently the Satellite Plant has limited capacity for new connections. The remaining capacity is intended for the Shelton Hills development and other new development in the area. If we have the option to shift flows to the main plant, we could gain a sewer service cushion, allowing growth in the area to proceed. Staff contacted three firms and selected David Arbaugh, who has been lobbying the Washington Legislature for 14 years. Mr. Arbaugh’s fee is $3,500 per month, starting at contract approval through the end of the Legislative session. Funding would come from the sewer utility. CA O’Leary requested the Commission approve the contract with David Arbaugh and Associates for Lobbying Services and for him to sign the contract and make any necessary budget adjustments.

Commissioner Pannell said there are no guarantees but it is well worth the risk.

Mayor Cronce said this is a good thing to try for the citizens of this community.

Public Comment on Action Item - None

Commissioner Olsen moved to approve the contract with David Arbaugh and Associates for Lobbying Services and City Administrator to make any necessary budget adjustments and sign the contract, Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

New Business - None

Administration Reports - None

Public Comment
Mayor Cronce said he received a phone call from a concerned citizen today on the safety of our children at school.

Administrative Final Touches
• DH Goins – Budget Modifications Sewer, Water, Stormwater and EM&R
• CA O’Leary for DH Beierle -- Transfer to cover Bond payments

Mayor Cronce welcomed our new Public Works Director Greg Clark. DH Clark said he is excited to be here.

Announcement of Next Meeting
Mayor Cronce announced the next regular meeting of Monday, December 24, 2012, would be cancelled and rescheduled for Thursday, December 27, 2012, at 2:00 p.m. The meeting of December 31, 2012, would be cancelled.
Adjournment
As there was no further business the Commission business meeting was adjourned at 6:26 p.m.

Mary H. Cronce
Mayor Cronce

Clevis Look
City Clerk Look