

CITY OF SHELTON, WASHINGTON – CITY COMMISSION

Study Session Meeting Minutes – December 27, 2011

Shelton Civic Center – 2:00 P.M.

Presiding: Mayor Tarrant, Commissioner Byrne and Commissioner Pannell

Staff Present: Dave O’Leary, Vicki Look, Steve Goins, Cathy Beierle, Dave Eklund, Shelby Conklin and Lesleann Kangas

Public Works and Community and Economic Development Director Goins requested Item #3 be removed from the Consent Agenda and place under Old Business for further updates. The Commission concurred.

Commission Reports

Commissioner Pannell expressed her appreciation for Mayor Tarrant and Commissioner Byrne and their time together as Commissioners and friends.

Public Comment - None

Consent Agenda

1. Vouchers numbered 76744 through 76786 in the amount of \$68,265.91
2. Ordinance No. 1793-1011 – Second 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
4. Memorandum of Understanding - Shelton Police Guild Union Contract 2012 Wage Opener

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

3. Ordinance No. 1799-1211 – Second Reading - An Ordinance of the City of Shelton, Washington, Relating to Solid Waste Collection; Amending Shelton Municipal Code Chapter 8.08 – DH Goins presented a new version of Ordinance 1799-1211 that included updates in two areas. The first update is the removal of section 8.08.135 from the current version because there were no changes to that section. The second revision is in section 8.08.110; to reflect the correct container sizes. DH Goins requested a Second Reading and adoption of Ordinance No. 1799-1211.

Mayor Tarrant requested a Second Reading of Ordinance No. 1799-1211 as follows:

An Ordinance of the City of Shelton, Washington, Relating to Solid Waste Collection; Amending Shelton Municipal Code Chapter 8.08

Commissioner Pannell moved to approve Ordinance No. 1799-1211, Commissioner Byrne seconded the motion. A vote was taken and the motion passed.

New Business

1. Transfer of Funds from the General Fund to the Bond Fund – Director of Financial Services Beierle explained that the Bond Fund needs \$4,030 additional funding to support the 1998 General Obligation (G.O.) Bond debt payment due in December. Each year the City sets the property tax levy for the 1998 G.O. Bonds in the amount of that year’s debt payment, which is then collected by the Mason County Treasurer and forwarded to the City to be used to make the debt payment. In 2011, the Bond Fund received less payments of property tax that needed to support the debt payment for the year. The current cash balance in the Bond Fund is \$207,371.64, the 1998 G.O. Bond December payment is \$211,401.25, the difference being the \$4,030 additional funding needed. DH Beierle requested the Commission approve the transfer of \$4,030 from the General Fund contingency monies to the Bond Fund to support the December 1998 G.O. Bond debt payment and authorize the City Administrator to make the necessary budget adjustments.

Commissioner Byrne moved to transfer \$4,030 for the General Fund contingency monies to the Bond Fund to support the December 1998 G.O. Bond dept payment and authorize the City Administrator to make necessary budget adjustments; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

2. Public Defense Grant Funding Application – Management Assistant Look said the City has been awarded \$30,000 in grant funding, and has received \$15,000 of the \$30,000 to improve the Public Defense Program. The City's currently contracted public defender is managing a caseload that is over twice the suggested caseload. The Superior Court Rule and suggested standards set by Washington State Bar is from 300-400 cases. In order to reduce the Public Defenders caseload and to come into compliance with the pending Court rules, the City applied for and received grant funding. The Office of Public Defense has indicated that the \$15,000 in grand funding should be spent in the first six months of 2012, and hopefully, another \$15,000 will be disbursed to the City in June of 2012. However, due to the State's Budget deficiencies, that is not guaranteed. DH Look recommended the Commission accept the grant funding and make the suggested improvements to the City's Public Defense program, as long as it does not leave the City saddled with any unfunded mandates that would survive the end of the grant.

Commissioner Byrne moved to accept the \$15,000 grant funding authorizing the Mayor to sign and City Administrator to make any necessary budget adjustments; Commissioner Pannell seconded the motion. A vote was taken and the motion passed.

Administration Report - None

Public Comment

Mayor Tarrant recognized Mr. Gary Cronce who thanked the Commission for their service to the citizens of City of Shelton.

Mayor Tarrant recognized Mr. Gallagher, Chairman of the Community Center Association, who requested that a member of the new Commission continue to represent the City as part of the Community Center Association.

Administrative Touches

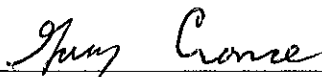
- DH Beierle – Water & Sewer Revenue Bond Ordinance
- MA Look – City Commission Boards and Committees for 2012

Announcement of Next Meeting

Mayor Tarrant announced the next Commission meeting of Tuesday, January 3, 2012, 6:00 p.m. in observance of the New Year Holiday.

Adjournment

As there was no further business the meeting was adjourned at 2:35 p.m.



Mayor Cronce



City Clerk Look