



**CITY OF SHELTON, WASHINGTON - CITY COUNCIL**  
Business Meeting Minutes May 19, 2020  
Virtual Platform - 6:00 p.m.

**COUNCILMEMBERS AND PERSONNEL PRESENT**

*Councilmembers:*

Mayor Kevin Dorcy  
Deputy Mayor Deidre Peterson  
James Boad  
Megan Fiess  
Kathy McDowell  
Eric Onisko  
Joe Schmit

*Personnel:*

City Manager Jeff Niten  
City Clerk Donna Nault  
Public Works Director Jay Harris  
City Engineer Ken Gill  
Central Mason Fire Chief Mike Patti

**CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

Pledge of Allegiance - Councilmember Megan Fiess

Roll Call – City Clerk Donna Nault – All Councilmembers present

**LATE CHANGES TO THE AGENDA**

Mayor Kevin Dorcy – Proclamation “*The Rhythm of Public Works*” – National Public Works Week May 17<sup>th</sup> – 23<sup>rd</sup>

**Mayor Kevin Dorcy – provided a reading of Proclamation “The Rhythm of Public Works – National Public Works Week”**

**GENERAL PUBLIC COMMENT**

No public comment

**CONSENT AGENDA**

1. Vouchers numbered 102065 through 102124 in the amount of \$315,163.86
2. Vouchers numbered 102125 through 102146 in the amount of \$61,630.18
3. Vouchers numbered 102167 through 102205 in the amount of \$87,504.92
4. Minutes of Regular Business Meeting – January 7, 2020
5. Minutes of Special Meeting – March 5, 2020
6. 1<sup>st</sup> Quarter LTAC Report – Mason County Historical Museum – Written by Elizabeth Arbaugh, Director

***A motion was made and seconded to approve. Passed.***

**BUSINESS AGENDA**

1. Aspect Consulting “C” Street Landfill Contract Change No. 6 – presented by City Engineer Ken Gill

An overview of the “C” Street Landfill Project was provided. It was reported today that the City of Shelton received approval from the Department of Ecology on the project. The next steps in the project are:

- Approval by City Council to extend the Landfill Project Contract with Aspect Consulting for 1 year
- The Public Participation Plan document will be published for public comments
- Negotiations will begin for a clean-up order
- Pursue state funding for the project
- Projected construction start date is 2021
- Landfill Project completion is anticipated in 2023
- Once the Landfill Project is completed, there will be on-going monitoring of the landfill for approximately 20-30 years

***City Councilmembers asked questions regarding:***

- ***City of Shelton's 25% match on state grant funds***
- ***Model Toxins Control Act (MTCA)***
- ***Confirmation of whether the extension of the project is a "no-cost extension" for the City***
- ***Confirmed that funds are currently available in the City of Shelton's Solid Waste Fund***

City staff reported the 25% match of funds for the grant project from the State's Department of Ecology "Remedial Action Fund" are available in the City's Garbage Solid Waste Budget.

City Manager Jeff Niten reported there were budget cuts to the State's Remedial Action Fund, and staff had requested Aspect Consulting verify that budget cuts would not affect the City's grant funding for the Landfill Project. Aspect Consulting indicated they had received confirmation the City's Landfill Project was in the state's funding budget. The funds from the City's budget for 2019 is \$600,000 and 2020 is \$470,000, which is enough to cover the 25% match of funds required by the grant for the City.

City staff confirmed there is no cost to the City for an extension of time for the Landfill Project.

**No public comments.**

***A motion was made and seconded to move the Aspect Consulting "C" Street Landfill Contract Change No. 6, to the Action Agenda on June 2, 2020.***

**ACTION AGENDA**

1. Public Works Rollers Purchase Order – presented by Public Works Director Jay Harris

Currently the City is holding off on its purchase of equipment for Large Rollers for street improvement projects until a later date. This is due to the economic financial impacts from the COVID-19 pandemic. The Public Works department would like to move forward with the purchase of equipment for the Small Rollers.

***City Councilmembers expressed concerns of the life span of the Large Roller equipment and its' life expectancy has already passed. City Council would like the City to ensure funding is available to support its purchase in future budget planning.***

**Deputy Mayor Deidre Peterson reported the purchase of the smaller roller equipment was a thoughtful response to Asset Management and a long-term strategy due to the financial impacts to the City's budget from the COVID-19 pandemic.**

Public Works Director Jay Harris reported the purchase of the smaller rollers is an addition to the current fleet of City equipment. It will assist the department in the interim of the financial impact the City would incur by purchasing the Large Roller.

**No public comments.**

**A motion was made and seconded to authorize Mayor Dorcy to sign Purchase Order No. 2021. Passed.**

2. Ordinance No. 1951-0320 Updating Non-Represented Salary Schedule – Presented by City Manager Jeff Niten
  - Ordinance No. 1951-0320
    - Administrative change to the discussion with City Council on May 5, 2020. It was previously stated that a newly hired employee would not be able to be hired above a Step B on the salary scheduled without City Manager approval. A correction needs to be noted that newly hired employees would not be able to be hired above a Step C without City Manager approval.

**City Clerk Donna Nault provided a Second Reading of Ordinance No. 1951-0320 Updating Non-Represented Salary Schedule.**

**No public comments.**

**A motion was made and seconded to approve Ordinance No. 1951-0320. Passed.**

#### **ADMINISTRATION REPORTS – City Manager Jeff Niten**

- COVID-19 Update:

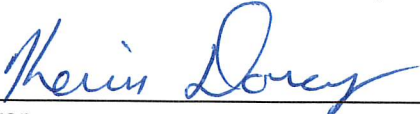
Today, May 19, 2020, Govern Inslee stated additional counties are eligible to reapply for movement from Phase I to Phase II of the Reopening Plan. Mason County will apply for Phase II consideration by the end of the week. Mason County's application for consideration of advancement to Phase II will require approval, prior to submittal, by the Mason County Department of Health.
- The City of Shelton has recently experienced criminal activity involving higher-level crimes, and would like to acknowledge the City of Shelton's Police Leadership and Law Enforcement Officers for their response to protecting the public and businesses in the City.

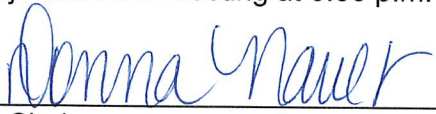
#### **ANNOUNCEMENT OF NEXT MEETING**

June 2, 2020, at 6:00 p.m.

#### **ADJOURN**

As there was no further business, Mayor Kevin Dorcy adjourned the meeting at 6:30 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Clerk

