



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes
November 17, 2020 – 6:00 p.m.
Virtual Platform

COUNCILMEMBERS AND PERSONNEL

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
Finance Director Aaron BeMiller
City Attorney Kathleen Haggard
City Engineer Ken Gill

CALL TO ORDER

Call to Order – 6:00 p.m.
Pledge of Allegiance – Councilmember Fiess
Roll Call: City Clerk Nault – All present

LATE CHANGES TO THE AGENDA

1. City Manager Niten will present item #7 on the Action Agenda.

Mayor Dorcy – The public is able to make comments on both the business and action agenda. There are three options for the public to participate in the meeting: (1) join the Zoom meeting by clicking on the link on the city's website, (2) email jeff.niten@sheltonwa.gov, and, (3) by calling 360-432-5105.

CONSENT AGENDA

1. Vouchers numbered 103402 through 103433 in the total amount of \$254,982.99
2. Vouchers numbered 103471 through 103524 in the total amount of \$54,277.42
3. Minutes:
 - Business Meeting of July 21, 2020
 - Business Meeting of August 4, 2020
 - Business Meeting of October 6, 2020
4. Shelton-Mason County Chamber of Commerce WSDOT Signage LTAC Updated Report – Written by President/CEO Heidi McCutcheon

A motion was made by Councilmember McDowell and second by Councilmember Schmit to approve the Consent Agenda as published. Passed.

GENERAL PUBLIC COMMENT

No public comment.

PRESENTATIONS:

1. 3rd Quarter 2020 Budget Report – Presented by Finance Director Aaron BeMiller

Finance Director BeMiller provided an overview of the 3rd Quarter 2020 Budget Report.

Mayor Dorcy recessed from the business meeting to open a public hearing regarding a franchise agreement with Cascade Natural Gas.

BUSINESS AGENDA

1. Public Hearing – Ordinance No. 1958-1020 Franchise Agreement Cascade Natural Gas – Presented by City Manager Jeff Niten

City Manager Niten reported the agreement grants a non-exclusive franchise to Cascade Natural Gas for a primary term of ten years, and will automatically renew for periods of five years unless cancelled by either party.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a first reading of Ordinance No. 1958-1020.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to add Ordinance No. 1958-1020 to the action agenda on December 1, 2020. Passed.

Mayor Dorcy closed the public hearing and opened another public hearing on the 2021 Regular & EMS Ad Valorem Taxes.

ACTION AGENDA

1. Public Hearing – Ordinance No. 1953-0820 2021 Regular & EMS Ad Valorem Taxes – Presented by Finance Director Aaron BeMiller

Finance Director BeMiller reported the ordinance would levy the statutory maximum Ad Valorem Tax by increasing levy collections by 1% from the highest lawful levy amount, plus new construction and state assessed property, which are legally allowed add-ons beyond the 1% statutory regulation.

Deputy Mayor Peterson requested clarification on a scrivener's error on Council's briefing document. It was noted RCW 8.55.0101 as written, should be corrected to read as RCW 84.55.0101. The correction was noted and confirmed by Finance Director BeMiller.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a second reading of Ordinance No. 1953-0820.

A motion was made by Councilmember Onisko and seconded by Councilmember Schmit to consider this ordinance, as presented, after the public hearing is completed. Passed.

Mayor Dorcy closed the public hearing and resumed the regular business meeting.

2. Resolution No. 1177-1020 Regular Ad Valorem Tax Finding of Substantial Need – Presented by Finance Director Aaron BeMiller

Finance Director BeMiller reported the resolution finds substantial need to fund public safety and general governmental functions, preserve the City's levy capacity, and offset revenue losses due to the COVID-19 pandemic.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a reading of Resolution No. 1177-1020.

A motion was made by Councilmember Schmit and seconded by Deputy Mayor Peterson. Passed.

3. Resolution No. 1178-1020 EMS Ad Valorem Tax Finding of Substantial Need – Presented by Finance Director Aaron BeMiller

Finance Director BeMiller reported the resolution finds substantial need to fund public safety and emergency management services through Central Mason Fire & EMS, to preserve the City's EMS levy capacity, and offset revenue losses due to the COVID-19 pandemic.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a reading of Resolution 1178-1020.

A motion was made by Councilmember Schmit and seconded by Councilmember Fiess. Passed.

Mayor Dorcy recessed from the business meeting and opened a public hearing regarding the 2021 budget.

4. Public Hearing – Ordinance 1954-0820 2021 Budget – Presented by Finance Director Aaron BeMiller

Finance Director BeMiller provided an overview of the 2021 Budget, and reported an ordinance is required to be adopted by City Council to provide the mechanism for the City to expend funds.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a second reading of Ordinance No. 1954-0820.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Schmit to consider this ordinance, as presented, after the public hearing is completed. Passed.

Mayor Dorcy closed the public hearing and resumed the business meeting.

5. Ordinance No. 1953-0820 2021 Regular & EMS Ad Valorem Taxes – Presented by Finance Director Aaron BeMiller

Finance Director BeMiller reported the ordinance levies the statutory maximum Ad Valorem Tax by increasing levy collections by 1% from the highest lawful levy amount plus new construction and state assessed property, which are legally allowed add-ons beyond the 1%

statutory regulation.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a second reading of Ordinance No. 1953-0820.

A motion was made by Councilmember Fiess and seconded by Councilmember Schmit. Passed.

6. Ordinance No. 1954-0820 2021 Budget – Presented by Finance Director Aaron BeMiller

The proposed budget was provided to City Council on October 6, 2020, and City Council held public hearings on October 20 and November 17, 2020. The 2021 budget amount is \$31,719,550. The Ordinance is required by City Council to expend funds for the purposes established in the budget.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a second reading of Ordinance No. 1954-0820.

A motion was made by Councilmember Schmit and seconded by Deputy Mayor Peterson. Passed.

7. Resolution No. 1181-1020 Cradlepoint Units for Shelton Police Department Vehicles – Presented by ~~Administrative Services Director Michelle Sutherland~~ City Manager Jeff Niten

Resolution No. 1181-1020 affords Anaconda Networks as the provider and authorizes the City Manager to execute the contract and purchase orders for the acquisition of hardware and Services for \$35,797.52. A recent vehicle insurance reimbursement in the amount of \$55,053.04 will allow funds to purchase hardware and schedule installation.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a reading of Resolution No. 1181-1020.

A motion was made by Councilmember Schmit and seconded by Councilmember Fiess. Passed.

8. Resolution No. 1174-0920 Mason Transit Authority (MTA) Parking Lot Final Acceptance – Presented by City Engineer Ken Gill

The Mason Transit Authority Parking Lot Project was awarded to RW Scott Construction. The contractor has furnished all documentation required by the contract and law. The Resolution approves the MTA Parking Lot Project as complete and authorizes Mayor Dorcy to sign the Resolution.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

City Clerk Nault provided a reading of Resolution No. 1174-0920.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Schmit. Passed.

9. Interlocal Agreement (ILA) with Mason County Fire Protection District No. 5 – Presented by City Manager Jeff Niten

The proposed ILA replaces an existing agreement and becomes effective January 1, 2021. The ILA will continue indefinitely unless either party notifies the other that a renegotiation is desired.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko. Passed.

10. Legal Services Contract – Presented by City Manager Jeff Niten

Kathleen Haggard has served as City Attorney since mid-2018. The continuity of legal advice is important as staff navigate issues as they surface. The Legal Services Contract becomes effective January 1, 2021.

Due to the virtual platform, there was a 30-second delay before any decision to allow for public comment. No public comment.

A motion was made by Councilmember Onisko and seconded by Councilmember McDowell. Passed.

ADMINISTRATIVE REPORT:

City Manager Report – Presented by City Manager Jeff Niten

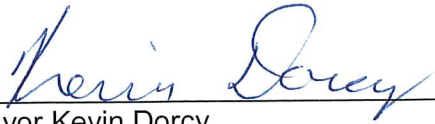
1. The upcoming December 1, 2020 City Council meeting will be open for comments by the public on the following items:
 - Cascade Natural Gas Franchise Agreement – Ordinance No. 1958-1020
 - Status update of the “C” Street Landfill Project
 - Comprehensive update of City policies
2. Governor Inslee released a new COVID-19 order at a press conference on November 15, 2020. The City has taken steps to reduce staff and public interactions at City Hall to include public walk-ins. There is a staff directory with contact information available on the City’s website. City staff is available to make arrangements to meet with its customers and constituents, by request, in-person and maintain social distancing requirements in a large conference room located in the City Hall Lobby.

MEETING

Next Meeting: December 1, 2020 at 6:00 p.m.

ADJOURN

Mayor Dorcy adjourned the meeting at 7:14 p.m.



Mayor Kevin Dorcy



City Clerk Donna Nault