



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes
September 21, 2021 – 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 Pro Tem Kary Holloway
Public Works Director Jay Harris
Interim Finance Director Teri Schnitzer
Budget Coordinator Don Kuismi
Community Development Director Mark Ziegler

CALL TO ORDER

Call to Order – 6:00 p.m.
Pledge of Allegiance – Councilmember McDowell
Roll Call: City Clerk Pro Tem Holloway – All present

LATE CHANGES TO THE AGENDA

None

Mayor Dorcy – The public is able to make comments during the Public Comment period, as well as on any items listed on the business or the action agendas. When making a public comment you will need to state your full name and whether you reside within City limits, within Mason County or reside elsewhere. There are three options for the public to participate in the meeting: (1) join the Zoom meeting by clicking the link on the city's website, (2) email jeff.niten@sheltonwa.gov, or (3) by calling City Manager Jeff Niten at (360) 432-5105.

CITY COUNCIL REPORTS

None

CONSENT AGENDA

1. Vouchers numbered 105792 through 105827 in the total amount of \$227,533.98
2. Voucher numbered 105854 in the total amount of \$7,787.38
3. Vouchers numbered 105855 through 105903 in the total amount of \$54,408.41
4. Payroll warrants numbered 3897 through 3898 and 7374 through 7415 and 7416 through 7515. Warrants 105530 through 105350 in the amount of \$795,699.75
5. Payroll warrants numbered 3899 and 7516 through 7556 and 7557 through 7662. Warrants 105565 through 105585 in the amount of \$810,290.73
6. Monthly Financial Status Report
7. Minutes:
 - Business Meeting of July 6, 2021
 - Business Meeting of July 20, 2021
 - Business Meeting of August 3, 2021

A motion was made by Councilmember Fiess and seconded by Councilmember McDowell to approve the consent agenda as publish. Passed.

GENERAL PUBLIC COMMENT

None

Mayor Dorcy recessed from the regular meeting to open a public hearing.

BUSINESS AGENDA

1. Public Hearing Ordinance No. 1974-0821 2021 Budget Supplemental 1 – Presented by Budget Coordinator Don Kuismi

Budget Coordinator Kuismi provided information on a 2021 Budget Supplemental. Discussion followed. No public testimony. City Clerk Pro Tem Holloway provided the first reading of Ordinance No. 1974-0821.

A motion was made by Councilmember Onisko and seconded by Councilmember Fiess to move Ordinance No. 1974-0821 to the October 5, 2021 City Council meeting for further consideration. Passed.

Mayor Dorcy closed the public hearing and opened another public hearing.

2. Public Hearing Ordinance No. 1975-0821 Debt Management Policy – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer provided information on a debt management policy. Discussion followed. No public testimony. Pro Tem Clerk Holloway provided the first reading of Ordinance No. 1975-0821.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Schmit to forward Ordinance No. 1975-0821 to the October 5, 2021 City Council meeting for further consideration. Passed.

Mayor Dorcy closed the public hearing and opened another public hearing.

3. Public Hearing Ordinance No. 1976-0821 Investment Policy – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer provided information on an investment policy. Discussion followed. No public testimony. City Clerk Pro Tem Holloway provided the first reading of Ordinance No. 1976-0821.

A motion was made by Councilmember Fiess and seconded by Councilmember Onisko to forward Ordinance No. 1976-0821 to the October 5, 2021 City Council meeting for further consideration. Passed.

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

4. Surplus of City Assets Policy – Presented by City Manager Jeff Niten

City Manager Niten provided information on a revised Surplus of City Assets Policy. Discussion followed. No public comments.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to forward the revised Surplus of City Assets Policy to the October 5, 2021 City Council meeting for further consideration. Passed.

5. Hope Community Garden at Callanan Park – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler discussed an agreement between the City and Hands on Personal Empowerment (HOPE) for a community garden at Callanan Park. Discussion followed. No public comments.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Schmit to forward the Agreement with HOPE Garden to the action agenda on October 5, 2021 for further consideration. Passed.

ACTION AGENDA

1. Resolution No. 1207-0821 C Street Landfill Agreed Order DE 19541 – Presented by Public Works Director Jay Harris

Public Works Director Harris provided an overview of the C Street Landfill Project and the Agreed Order DE 19541. Discussion followed. No public comment. City Clerk Pro Tem Holloway provided the reading of Resolution No. 1207-0821.

A motion was made by Councilmember Schmit and seconded by Councilmember Fiess to adopt Resolution No. 1207-0821 a resolution accepting Agreed Order No. DE 19541 and authorizing the City Manager to sign the document on behalf of the city. Passed.

2. Memorandum of Understanding with Timberland Regional Library District – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler provided information on a proposed restroom remodel. Discussion followed. No public comments.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to approve the Memorandum of Understanding between the City and Timberland Regional Library District regarding William G. Reed Library public restroom renovation. Passed.

ADMINISTRATION REPORT – City Manager Jeff Niten

- Weekend weather
- Mason County Senior Center
- Fog Seal - 13th Street
- Project Delays - Park Street
- Review Looking Ahead

NEW ITEMS FOR DISCUSSION

None

ANNOUNCEMENT OF NEXT MEETING

Study Session: September 28, 2021 at 6:00 p.m.
City Council Meeting: October 5, 2021 at 6:00 p.m.

MEETING ADJOURN

Mayor Dorcy adjourned the meeting at 6:49 p.m.



Mayor Kevin Dorcy



City Clerk Donna Nault