



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes

May 3, 2022 – 6:00 p.m.

Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

Mayor Eric Onisko
Deputy Mayor Joe Schmit
James Boad
Miguel Gutierrez
Kathy McDowell
Deidre Peterson
Sharon Schirman

Personnel:

Administrative Services Director Michelle Sutherland
City Clerk Donna Nault
Community Development Director Mark Ziegler
Public Works Director Jay Harris
City Engineer Ken Gill

CALL TO ORDER

Call to Order: 6:00 p.m.

Pledge of Allegiance: Councilmember Peterson

Roll Call: City Clerk Nault – All present

LATE CHANGES TO THE AGENDA

None

Mayor Onisko – 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 107300 through 107307 in the total amount of \$2,936.62.
2. Vouchers numbered APA000340 through APA000388 in the total amount of \$202,774.73.
3. Payroll warrants numbered 3911 through 3912 and 8546 through 8587 and 8588 through 8690. Warrants 107203 through 107222 in the amount of \$807,348.20.
4. Payroll warrants numbered 3913 and 8691 through 8733 and 8734 through 8837. Warrants 107256 through 107275 in the amount of \$853,145.62.
5. Minutes:
 - Business Meeting of April 5, 2022.
 - Study Session of April 12, 2022.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to approve the Consent Agenda as publish. Passed.

PRESENTATIONS:

1. Proclamation – National Public Works Week

Mayor Onisko read a proclamation designating May 15 – 21, 2022 as National Public Works Week.

2. Habitat for Humanity – Marty Crow, Executive Director/COO and Scotty Mills, President of the Board

An overview was provided of the Habitat for Humanity program, upcoming projects, and financial challenges being faced in Mason County. Discussion followed.

GENERAL PUBLIC COMMENT

None

BUSINESS AGENDA

None

ACTION AGENDA

1. YMCA Purchase and Sale Agreement – Presented by ~~City Manager Jeff Niten~~ Administrative Services Director Michelle Sutherland

Deputy Mayor Schmit recused himself. Administrative Services Director Sutherland discussed the purchase and sale agreement with South Sound YMCA. No discussion. No public comment.

A motion was made by Councilmember Peterson and seconded by Councilmember Gutierrez to approve the purchase and sale agreement with South Sound YMCA as presented. Passed.

2. Resolution No. 1231-0222 – Interlocal Agreement (ILA) with Mason Transit Authority – Presented by City Engineer Ken Gill

City Engineer Gill discussed an ILA with Mason Transit Authority. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No. 1231-0222.

A motion was made by Councilmember Peterson and seconded by Deputy Mayor Schmit to approve Resolution No. 1231-0222 as presented. Passed.

3. Resolution No. 1235-0322 Approval of City Manager Contract – Presented by Administrative Services Director Michelle Sutherland

Administrative Services Director Sutherland reviewed the revisions to the City Manager Contract. City Clerk Nault provided the reading of Resolution No. 1235-0322. No discussion. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to approve Resolution No. 1235-0322 as presented. Passed.

4. Hearing Examiner Services Contract – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler reviewed the duties of a hearing examiner and Shelton Municipal Code Chapter 2.36. Discussion followed. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to approve the contract with Sound Law Center for Hearing Examiner Services. Passed.

5. Lodging Tax Advisory Committee Appointments – Presented by City Clerk Donna Nault

City Clerk Nault provided an overview of the structure of the Lodging Tax Advisory Committee and the annual approval process of the committee appointments. No discussion. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to approve the appointment of Leanne Gunter, Duane Wilson, Space Kim, and Howard Kim to the LTAC for the calendar year of 2022. Passed.

ADMINISTRATION REPORT – Administrative Services Director Michelle Sutherland

- May 1-7 – Municipal Clerk’s Week
- May 7 – Opening Day of Farmers Market
- Kristmas Towne Kiwanis – Certificate of Appreciation recognizing the city’s support of Blue Grass from the Forest event
- May 17 City Council hybrid meeting with Zoom
- Review – Looking Ahead

NEW ITEMS FOR DISCUSSION

None


ANNOUNCEMENT OF NEXT MEETING

Study Session – May 10, 2022 at 6:00 p.m.


City Council meeting – May 17, 2022 at 6:00 p.m.

MEETING ADJOURN

Mayor Onisko adjourned the meeting at 6:43 p.m.



Mayor Eric Onisko



City Clerk Donna Nault