



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes

February 7, 2023 – 6:00 p.m.

Civic Center & Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

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

Personnel:

City Manager Jeff Niten
City Clerk Donna Nault
Public Works Director Jay Harris
Community & Economic Development Director Jae Hill
Senior Planner Jason Dose
Finance Director Mike Githens
Parks & Facilities Director Mark Ziegler

CALL TO ORDER

Call to Order: 6:00 p.m.

Pledge of Allegiance: Mayor Onisko

Roll Call: City Clerk Nault – All present

LATE CHANGES TO THE AGENDA

None

CITY COUNCIL REPORTS

Law Enforcement Officers & Fire Fighters Board

Mason County Board of Health

CONSENT AGENDA

1. Vouchers numbered 107970 through 108016 in the total amount of \$114,467.33
2. Vouchers numbered 108017 through 108020 in the total amount of \$124,285.58
3. Vouchers numbered APA001900 through APA001936 in the total amount of \$212,783.78
4. Vouchers numbered 108027 through 108029 in the total amount of \$3,089.36
5. Vouchers numbered 108030 through 108032 in the total amount of \$38,706.93
6. Vouchers numbered APA001937 through APA001973 in the total amount of \$1,076,076.35
7. Vouchers numbered 108033 through 108036 in the total amount of \$23,113.11
8. Vouchers numbered APA001974 through APA002006 in the total amount of \$263,188.78
9. Minutes:
 - Business Meeting of January 3, 2023
 - Study Session of January 10, 2023

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

PRESENTATIONS

1. Mason County Historical Society Museum 4th Quarter LTAC Report – Presented by Director Liz Arbaugh

Director Arbaugh provided an overview of the Museum's 4th Quarter LTAC report.
2. Shelton-Mason County Chamber 4th Quarter LTAC Report – Presented by Board Chair Kyle Skarra

Board Chair Skarra provided an overview of the Shelton-Mason County Chambers 4th Quarter LTAC report.

GENERAL PUBLIC COMMENT

In-Person:

Dean Jewett
Athena Ayers
Susan Kirchoff

Zoom:

Colleen Carmichael

BUSINESS AGENDA

1. Resolution No. 1247-1022 Bostrom Lane Public Utility & Access Easement – Presented by Public Works Director Jay Harris

Public Works Director Harris discussed a utility access easement that would benefit multiple parcels. Discussion followed. No public comment.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Schirman to forward Resolution No. 1247-1022 to the February 21, 2023 Action Agenda. Passed.

2. Council Protocol Manual Revisions – Presented by City Manager Jeff Niten

City Manager Niten discussed revisions to the Council's Protocol Manual. Discussion followed. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to forward the City Council Protocol Manual revisions to the February 21, 2023 Action Agenda for further consideration. Passed.

Mayor Onisko recessed from the regular meeting and opened a Public Hearing.

3. Public Hearing Ordinance No. 1999-1222 Amending SMC Relating to Rooming Houses – Presented by Community & Economic Development Director Jae Hill

Community & Economic Development Director Hill discussed rooming houses and zoning districts. No discussion. No public testimony. City Clerk Nault provided the reading of Ordinance No. 1999-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Schirman to forward Ordinance No. 1999-1222 to the February 21, 2023 Action Agenda for further consideration. Passed.

Mayor Onisko closed the Public Hearing and opened another Public Hearing.

4. Public Hearing Ordinance No. 2000-1222 Shoreline Master Program Periodic Review – Presented by Senior Planner Jason Dose

Senior Planner Dose discussed amendments to the Shoreline Master Program. Discussion followed. No public testimony. City Clerk Nault provided the reading of Ordinance No. 2000-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Schirman to place Ordinance No. 2000-1222 on the City Council's Action Agenda at its regularly scheduled meeting on February 21, 2023. Passed.

Mayor Onisko closed the Public Hearing and opened another Public Hearing.

5. Public Hearing Ordinance No. 2001-1222 Flood Damage Prevention Standards Update – Presented by Senior Planner Jason Dose

Senior Planner Dose discussed updates to the City's Flood Damage Prevention regulations. Discussion followed. No public testimony. City Clerk Nault provided a reading of Ordinance No. 2001-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember McDowell to place Ordinance No. 2001-1222 on the February 21, 2023 Action Agenda for final adoption. Passed.

Mayor Onisko closed the Public Hearing and opened another Public Hearing.

6. Public Hearing Ordinance No. 1998-1222 Peacock Ridge Annexation Request – Presented by Senior Planner Jason Dose

Senior Planner Dose discussed a petition for annexation of approximately 370 acres. Discussion followed. Public Testimony – Mark Golda, Larry Robertson, Thomas Donovan, John Gray, Monte Ritter, Olene Steele. City Clerk Nault provided the reading of Ordinance No. 1998-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to place Ordinance No. 1998-1222 on the Action Agenda for February 21, 2023. Passed.

Mayor Onisko closed the Public Hearing and resumed the regular meeting.

ACTION AGENDA

1. Resolution No. 1253-1122 Master Fee Schedule Update – Presented by Finance Director Mike Githens

Finance Director Githens discussed updates to the Master Fee Schedule. No discussion. No public comment. City Clerk Nault provided the reading of Resolution No. 1253-1122.

A motion was made by Councilmember McDowell and seconded by Deputy Mayor Schmit to adopt Resolution No. 1253-1122 as presented. Passed.

2. Resolution No. 1262-0123 Repealing Resolution No. 1157-0320 – Presented by Finance Director Mike Githens

Finance Director Githens discussed the repeal of a resolution that declared an emergency during the COVID-19 pandemic. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution 1262-0123.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Schirman to waive the three-touch rule and approve Resolution No. 1262-0123 as presented. Passed.

3. Resolution No. 1257-1222 Water/Sewer Rate & GFC Study Consultant Contract – Presented by Public Works Director Jay Harris

Public Works Director Harris discussed water-sewer rates and a study proposal. No discussion. No public comment. City Clerk Nault provided the reading of Resolution No. 1257-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to adopt Resolution 1257-1222 as presented. Passed.

4. Resolution No. 1258-1222 Public Works Laydown Yard Consultant Design Contract – Presented by Public Works Director Jay Harris

Public Works Director Harris discussed a professional services contract for the design of a new public works maintenance laydown yard. Discussion followed. Public Comment: Chris Appleyard. City Clerk Nault provided the reading of Resolution No. 1258-1222.

A motion was made by Councilmember McDowell and seconded by Deputy Mayor Schmit to adopt Resolution No. 1258-1222 as presented. Passed.

5. Parks & Recreation Advisory Committee Appointments – Presented by Parks & Facilities Director Mark Ziegler

Parks & Facilities Director Ziegler discussed appointments to the Parks & Recreation Advisory Committee. No discussion. No public comment.

A motion was made by Councilmember McDowell and seconded by Councilmember Gutierrez to appoint Melvin Schneider and Dann Gagnon to the Parks & Recreation Citizens Advisory Committee. Passed.

6. Designated Crisis Responder – Presented by City Manager Jeff Niten

City Manager Niten discussed a grant award from the Association of Washington Cities, and a contract for a Designated Crisis Responder. Discussion followed. No public comment.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to waive the three-touch rule and direct the City Manager to sign the contract for designated crisis responder services with Olympic Health and Recovery Services. Passed.

ADMINISTRATION REPORT – City Manager Jeff Niten

- New GIS Specialist
- Enterprise Assets Management Program
- MACECOM 911 can now accept text messages
- Parks & Recreation Spring program
- Empty Bowls
- A Pallet Shelter Community in Longview.

NEW ITEMS FOR DISCUSSION

None

ANNOUNCEMENT OF NEXT MEETING

City Council Meeting – February 21, 2023 at 6:00 p.m.

MEETING ADJOURN

Mayor Onisko adjourned the meeting at 7:48 p.m.



Mayor Eric Onisko



City Clerk Donna Nault