



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes
September 19, 2023 – 6:00 p.m.
Civic Center & Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

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

Personnel:

City Manager Mark Ziegler
City Clerk Donna Nault
Finance Director Mike Githens
Community & Economic Development Director Jae Hill
Public Works Superintendent Brent Armstrong

Guest – Duane Wilson Kristmas Town Kiwanis

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

None

CONSENT AGENDA

1. Vouchers numbered 108946 through 108986 in the total amount of \$145,631.75
2. Vouchers numbered 108987 through 108988 in the total amount of \$2,173.48
3. Vouchers numbered 109011 through 109073 in the total amount of \$222,272.66
4. Payroll warrants numbered 3946 through 3948 and 11073 through 11110 and 11111 through 11215
Warrants 108710 through 108727 in the amount of \$912,800.93
5. Minutes:
 - Business Meeting of August 1, 2023
 - Study Session of August 8, 2023

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

PRESENTATIONS

1. Bluegrass from the Forest LTAC Report – Presented by Duane Wilson

Duane Wilson from Kristmas Town Kiwanis presented LTAC information regarding the Bluegrass from the Forest event.

2. July Financial Status Report – Presented by Finance Director Mike Githens

Finance Director Mike Githens presented information about July's financial status report.

BUSINESS AGENDA

1. Resolution No. 1288-0823 Electronic Funds Transfer Policy - Presented by Finance Director Mike Githens

Finance Director Mike Githens presented information regarding an electronic funds transfer policy. No discussion. No public comment.

A motion was made by Councilmember Schirman and seconded by Councilmember Gutierrez to place Resolution No. 1288-0823 on the October 3, 2023 action agenda for further consideration.

ACTION AGENDA

1. Resolution No. 1287-0823 Amending Petty Cash Monies - Presented by Finance Director Mike Githens

Finance Director Mike Githens presented information regarding amending petty cash monies. No discussion. No public comment. City Clerk Nault provided a reading of Resolution No. 1287-0823.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to approve Resolution No. 1287-0823 as presented. Passed.

2. Ordinance No. 2003-0523 Adoption of 2021 International Fire Code – Presented by Community & Economic Development Director Jae Hill

Community & Economic Development Director Jae Hill presented information regarding adopting the 2021 International Fire Code. Discussion followed. No public comment. City Clerk Nault provided a reading of Ordinance No. 2003-0523.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to approve Ordinance No. 2003-0523 as presented. Passed.

3. Ordinance No. 2004-0523 Adoption of 2021 International Building Code – Presented by Community & Economic Development Director Jae Hill

Community & Economic Development Director Jae Hill presented information regarding adopting the 2021 International Building Code. No discussion. No public comment. City Clerk Nault provided a reading of Ordinance No. 2004-0523.

A motion as made by Councilmember Gutierrez and seconded by Councilmember Schirman to approve Ordinance No. 2004-0523 as presented. Passed.

4. ILA with Mason County for Joint Comprehensive Planning – Presented by Community & Economic Development Director Jae Hill

Community & Economic Development Director Jae Hill presented information regarding an Interlocal Agreement with Mason County for joint comprehensive planning. Discussion followed. No public comment.

A motion was made by Councilmember Peterson and seconded by Councilmember Gutierrez to approve the ILA as presented. Passed.

5. Ordinance No. 2010-0723 Amending SMC Related to Sewer Rates – Presented by Public Works Superintendent Brent Armstrong

Public Works Superintendent Brent Armstrong presented information regarding amending SMC related to sewer rates. Discussion followed. No public comment. City Clerk Nault provided a reading of Ordinance No. 2010-0723.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Schirman to adopt Ordinance No. 2010-0723 as presented. Passed.

6. Ordinance No. 2011-0723 Amending SMC Related to Water Rates – Presented by Public Works Superintendent Brent Armstrong

Public Works Superintendent Brent Armstrong presented information regarding amending SMC related to water rates. Discussion followed. No public comment. City Clerk Nault provided a reading of Ordinance No. 2011-0723.

A motion was made by Councilmember Gutierrez and seconded by Councilmember Peterson to adopt Ordinance No. 2011-0723 as presented. Passed.

ADMINISTRATION REPORT

- Chris Kostad is being promoted to Police Chief
- Thursday, September 21, 2024 – Chamber Luncheon - State of the Community
- Kneeland Park has re-opened after seasonal maintenance
- Ignite Mason County Coalition

GENERAL PUBLIC COMMENT (3-minute time limit)

<u>In-Person:</u>	<u>Zoom:</u>
Craig Gregory	None
Dean Jewett	

NEW ITEMS FOR DISCUSSION


None

ANNOUNCEMENT OF NEXT MEETING

Study Session – September 26, 2023 (CANCELLED)
City Council Meeting – October 3, 2023, at 6:00 p.m.

MEETING ADJOURN

Mayor Onisko adjourned the meeting at 6:52 p.m.



Mayor Eric Onisko



City Clerk Donna Nault