



**CITY OF SHELTON, WASHINGTON - CITY COUNCIL**  
Business Meeting Minutes June 2, 2020  
Virtual Platform – 6:00 p.m.

**COUNCILMEMBERS AND PERSONNEL PRESENT**

*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  
Director Finance Aaron BeMiller  
City Engineer Ken Gill

**CALL TO ORDER**

Call to order at 6:00 p.m.

Pledge of Allegiance – Led by Councilmember James Boad

Roll Call – City Clerk Donna Nault - All councilmembers present

**LATE CHANGES TO THE AGENDA**

No changes to the agenda

**CONSENT AGENDA**

1. Voucher numbered 102209 in the amount of \$5,705.56
2. Vouchers numbered 102210 through 102249 in the amount of \$49,907.61
3. Vouchers numbered 102251 through 102299 in the amount of \$931,023.81
4. Minutes of Regular Business Meeting – February 4, 2020
5. Minutes of Regular Business Meeting – March 17, 2020

**A motion was made and seconded to approve the Consent Agenda as published. Passed.**

**PRESENTATIONS**

1. 2019 Budget Year End Review – Presented by Financial Director Aaron BeMiller

*The year-end 2019 financial actuals were presented to City Council as “unaudited.” The 2019 Financial Report was submitted to the State Auditor’s Office on May 29, 2020. The 2020 year-to-date budget will be presented at the June 16, 2020 City Council Meeting.*

*Financial Director Aaron BeMiller provided an overview of the 2019 Year-End Budget. City Councilmembers responses were as follows:*

- The City is better positioned financially than in 2017
- Recognition given to the Finance Team for a job well done

**BUSINESS AGENDA**

No business items

## **ACTION AGENDA**

1. Aspect Consulting "C" Street Landfill Contract Change No. 6 – Presented by City Engineer Ken Gill

*City Council asked questions regarding the 2019 financials used to estimate the cost of the project. It was reported that the Department of Ecology would have the final say on which remedial option of the project will be accepted. If necessary, the public comment period will be extended for an additional 30 days, by the Department of Ecology. Aspect Consulting and the City of Shelton are recommending remedial option one.*

*Due to the virtual meeting platform, City Manager Niten requested a brief delay in a motion and decision by the Council to allow an opportunity for public comments.*

***No public comments.***

**A motion was made and seconded. Passed.**

2. "C: Street Landfill Update – Presented by City Engineer Ken Gill

*An overview of the "Public Review Draft Remedial Investigation and Feasibility Study Report," was provided. The report will be available on the City of Shelton's website and is open for public review and comment.*

***No public comments.***

## **ADMINISTRATIVE REPORTS**

1. City Manager Report – Presented by City Manager Jeff Niten

- Public comments received by email:
  - George Floyd killing – National issue
  - Under represented community needs to be protected
  - Economic Development Council – Downtown Shelton Protests
  - City of Shelton Police Department – commended for their professional handling of public protests
  - City of Shelton's Public Relations – Communications to the community have been well covered
- City of Shelton – Water/Sewer Bills.
  - In March, Public Works crews were able to do "actual" meter reads. In April, due to the COVID-19 pandemic, Public Works crews were not able to complete actual meter reads, but estimated usage from prior months before the COVID-19 pandemic. The estimates of prior month's usage were low; which was due to unanticipated sunny weather, irrigation and the stay-at-home order from Governor Inslee, all of which caused an increase in water usage. In May, Public Works crews were able to read meters, which reflected the actual water/sewer usage of customers. Additionally, proration of water/sewer usage did not go into effect until June 1<sup>st</sup>. May's water/sewer bill will reflect usage for April and May, the underestimated cost of usage, less the estimated use. Customer Service is currently working reduced hours and are available until 12:00 p.m., Monday through Friday. Beginning June 15, Customer Service

hours will increase to 8:00 a.m. – 5:00 p.m., Monday through Friday and will be available to field questions from the public.

- Governor Inslee issued a new Proclamation regarding the conduct of Council meetings. Under the current Proclamation, City Council is limited to essential business items, no public attendance, and are not able to meet in person until June 17. The State Attorney General's Office will issue a statement in the near future if any additional conditions will be required for City Council meetings.
- City of Shelton's parks were opened June 1<sup>st</sup>. The COVID-19 pandemic is still in effect, and citizens are encouraged to recreate responsibly, keep social distance, and practice self and community care.
- City Council Questions:
  - *Since June 17<sup>th</sup> is a Wednesday and a non-scheduled City Council meeting date, should City Council hold a public City Council meeting on Wednesday, June 17<sup>th</sup> or wait until July?*

*City Manager Niten reported moving Council meeting dates around may be difficult on the public since the current schedule is well established in our community. City Clerk Donna Nault reported the new Proclamation by Governor Inslee does not go into effect until 11:59 p.m., on June 17<sup>th</sup>.*

***Unanimously, it was decided to maintain the current City Council meeting schedule.***

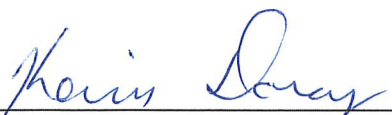
*The Council thanked the Shelton Police Department, Mason County Sheriff's Office, Central Mason Fire and other business partners for a fantastic job during local protests and thanked the community for their support during difficult times.*

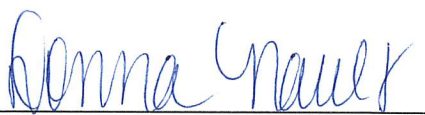
**ANNOUNCEMENT OF NEXT MEETING**

June 16, 2020 at 6:00 p.m.

**ADJOURN**

As there was no further business, the meeting was adjourned at 6:57 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Clerk