



CITY OF SHELTON, WASHINGTON - CITY COUNCIL
City Council Meeting Minutes
August 18, 2020 – 6:00 p.m.
Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

Mayor Kevin Dorcy
Deputy Mayor Deidre Peterson
James Boad
Kathy McDowell
Eric Onisko
Joe Schmit

Personnel:

City Manager Jeff Niten
City Clerk Donna Nault
Police Chief Darrin Moody
Director of Public Works Jay Harris
Community Development Director Mark Ziegler

CALL TO ORDER

Call to Order – 6:00 p.m.
Pledge of Allegiance – Deputy Mayor Peterson
Roll Call: City Clerk Nault – Absent: Councilmember Fiess

A motion was made by Councilmember Schmit and seconded by Councilmember McDowell to excuse the absence of Councilmember Fiess. Passed.

LATE CHANGES TO THE AGENDA

1. Resolution No. 1166-0820 Purchase and Sale Agreement for Simpson Properties
City Council concurred to move this item to the Business Agenda.
2. Mason and Lewis Counties CDBG CV 1
City Council concurred to add this item to the Action Agenda.

Mayor Dorcy noted virtual viewers may call 360-432-5105 or email the City Manager at jeff.niten@sheltonwa.gov for public comment.

CONSENT AGENDA

1. Vouchers numbered 102720 through 102754 in the amount of \$36,798.44
2. Vouchers numbered 102769 and number 102791 through 102829 in the amount of \$137,814.39
3. Mason County Historical Society Museum 2nd Quarter LTAC Report – written by Director Liz Arbaugh
4. Shelton-Mason County Chamber of Commerce 2nd Quarter LTAC Report – written by President/CEO Heidi McCutcheon
5. Lodging Tax Advisory Committee reappointment letters

A motion was made by Councilmember McDowell and seconded by Deputy Mayor Peterson to approve the Consent Agenda. Passed.

PRESENTATIONS

1. Swearing-In and Promotion of Shelton Police Department officers (via video)

City Council congratulated Shelton Police Department's newly hired police officers, Samantha Ortona and Kanika Uch; and Officer Chris Downs on his promotion to Police Sergeant, and Officer Chris Kostad on his promotion to Police Lieutenant.

BUSINESS AGENDA

1. 2020 Residential Paving – Presented by Public Works Director Jay Harris

The City's goal is to resurface multiple residential blocks each year. City staff identify areas that have the highest need for maintenance. The streets in the East Mountain View neighborhood are designated for this year's residential paving. An Invitation to Bid (ITB) was issued on July 29, 2020. The City received four bids. Agate Asphalt was the lowest bidder at \$257,629.

City Council commented or asked the following questions:

Can you explain why these street blocks were selected instead of streets in surrounding areas?

When we assessed other street blocks, we noted there were drainage and pipping issues to remove water. Next year's paving projects will focus on other work associated with the requirements of overlaying roadways.

Due to the virtual platform, there was a 30-second delay before any decision, to allow for public comment. No public comment.

City Council concurred to move this item, including the potential addition of a Project Award Form and Resolution, to the September 1, 2020, Action Agenda.

2. 2020 Chip Seal – Presented by Public Works Director Jay Harris

Chip seal is a pavement surface treatment used to maintain city streets and prolong the life of a roadway. An Invitation to Bid (ITB) was issued on July 29, 2020 that included two schedules (Schedule A and Schedule B) and received three bids. Doolittle Construction was the lowest bidder with a Schedule A bid at \$135,046. In the future, staff will return to City Council with a pavement index for Schedule B.

City Council commented or asked the following questions:

Will you explain how the city makes their selection from those who bid?

By state law, the city is required to select the lowest bidder. The Revised Code of Washington allows a bidder to be removed if there has been adverse history with the contractor.

In the past, there have been projects that have gone over budget. Do we anticipate any overages on these two projects?

The bid schedule was modified this year to prevent budget overages. Last year the chip seal project went over budget due to the tonnage of crack sealant. This year's bid was changed from a tonnage measurement to a lineal foot measurement, which should keep the project within budget.

What is the difference in hot mixing asphalt and a cold chip sealing method, and why are we choosing those as a treatment for these surfaces?

The reason we are chip sealing is the cost is 50 percent less than hot mix paving. Hot mix is preferred, but we do not have the resources at this time.

Is there a change in the type of chip seal we are using this year?

Last year the chip seal contractor substituted a different type of rock and/or oil. This year we are returning to the standard chip seal product and staying within the bid package design specifications.

Due to the virtual platform, there was a 30-second delay before any decision, to allow for public comment. No public comment.

City Council concurred to move this item, including the potential addition of a Project Award Form and Resolution, to the September 1, 2020, Action Agenda.

3. Resolution No. 1166-0820 Purchase and Sale Agreement for Simpson Properties – Presented by City Manager Jeff Niten

City staff and representatives from the Simpson Lumber Company, LLC, have had discussions regarding the acquisition and resident enjoyment of Simpson Railroad properties and other separated parcels for recreational amenities.

The properties include the entirety of the railroad right-of-way from First Street, adjacent to and immediately north of Kneeland Park in the East, to Highway 101 right-of-way to the West. The other properties under consideration are steep or remnants and the city would likely keep them in an undeveloped state to provide open-space. These properties are part of the Downtown Visioning Plan.

City staff have inspected the properties, but no formal environmental analysis has been completed. Based on the Rails to Trails programs reviewed in other jurisdictions, it is reasonable to expect little to no contamination on the subject sites. The City received a letter of support for the acquisition of the property from Green Diamond Resource Company. There is no cost to the City to purchase these properties other than payment of Real Estate Excise Tax (REET) to Mason County to facilitate the property transfer. The estimated REET amount is \$1,022.00.

City Manager Niten is recommending this item be move forward to the September 1, 2020, Action Agenda.

Due to the virtual platform, there was a 30-second delay before any decision, to allow for public comment. No public comment.

There was consensus to move this item to the September 1, 2020, Action Agenda.

ACTION AGENDA

- ~~1. Resolution No. 1166-0820 Purchase and Sale Agreement for Simpson Properties – Presented by City Manager Jeff Niten (this item was moved to the Business Agenda)~~

2. Shoreline Master Program Periodic Review Grant – Presented by Community Development Director Mark Ziegler

In 2003, the Washington State Legislature passed Substitute Senate Bill (SSB) 6012, which required cities and counties to update their Shoreline Management Plan at 8-year intervals. To assist in offsetting the cost of this mandate, the Washington State Department of Ecology has offered the City a \$16,800 no match grant to aid in offsetting staff time, consulting services, and materials.

Due to the virtual platform, there was a 30-second delay before any decision, to allow for public comment. No public comment.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko authorizing Mayor Dorcy to accept grant monies from the Washington State Department of Ecology in Grant Agreement SEASMP-1921-CiShCD-0098. Passed.

3. CARES Act CDBG CV 1 – Presented by City Manager Jeff Niten

This item requires an affirmative motion from City Council to join the consortium with Mason and Lewis County to take a regional approach to CDBG CV 1. The Consortium would benefit the communities affected by COVID-19.

Due to the virtual platform, there was a 30-second delay before any decision, to allow for public comment. No public comment.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Onisko directing City Manager Niten to sign the Letter of Intent to join the Mason and Lewis County CDBG CV 1 funding consortium. Passed.

ADMINISTRATIVE REPORTS

City Manager Report – Presented by City Manager Niten

- The Washington State Bar Association named Municipal Court Judge Stephen Greer as a finalist for Outstanding Judge of the Year
- Chalk The Walk Event – City staff and the community participated in this event and the displays showed a lot of pride in our City
- State Route 3 – Cleanup crews removed approximately 4 tons (equivalent to 8,000 pounds) of garbage from the surrounding area by the Yacht Club
- City Council Virtual Platform Meetings – Beginning September 1st through the end of 2020, the public will be able to join in virtual platform meetings via Zoom. A Press Release will be issued shortly
- Shelton Police Department – Police Chief Darrin Moody announced his retirement following an accumulative total of 33 years in law enforcement. In order to allow time for transition and recruitment, he plans to retire in January 2021

ANNOUNCEMENT OF NEXT MEETING

Next Meeting – September 1, 2020 at 6:00 p.m.

ADJOURN

Mayor Dorcy adjourned the meeting adjourned at 6:50 p.m.



Mayor Kevin Dorcy



City Clerk Donna Nault