



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes

October 5, 2021 – 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
Interim Finance Director Teri Schnitzer
Budget Coordinator Don Kuismi
Public Works Director Jay Harris
City Engineer Ken Gill
Community Development Director Mark Ziegler
Judge Stephen Greer
Court Administrator Dyan Smolinsky

CALL TO ORDER

Call to Order – 6:00 p.m.

Pledge of Allegiance – Councilmember Schmit

Roll Call: City Clerk Nault – Absent: Councilmember Fiess

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Onisko to excuse the absence of Councilmember Fiess. Passed.

LATE CHANGES TO THE AGENDA

None.

Mayor Dorcy – The public is able to make comments during the Public Comment period, as well as on any item listed on the business agenda or the action agenda. 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 105904 through 105955 in the total amount of \$203,412.93 and Vouchers numbered 105986 through 106032 in the total amount of \$133,841.78.
2. Shelton Veterans Village Status Update – September 16, 2021 and September 23, 2021.

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

PRESENTATIONS

1. Proposed 2022 Budget – Presented by Interim Finance Director Teri Schnitzer and Budget Coordinator Don Kuismi

City Manager Niten provided an introductory statement to the 2022 Budget process. Interim Finance Director Teri Schnitzer and Budget Coordinator Don Kuismi reviewed the proposed 2022 Budget. Discussion followed.

GENERAL PUBLIC COMMENT

None

BUSINESS AGENDA

1. Resolution No. 1208-0921 Western Gateway Design Contract Amendment No. 3 – Presented by City Engineer Ken Gill

City Engineer Gill discussed the project history, scope of work and the contract amendment. Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Deputy Mayor Peterson to forward Resolution No.1208-0921 and the Gateway Design Contract Amendment No. 3 to the October 19, 2021 City Council meeting action agenda for further consideration. Passed.

2. Resolution No. 1209-1021 Utility Property Surplus – Presented by Public Works Director Jay Harris

Public Works Director Harris provided an overview of the surplus property process and Resolution No. 1209-1021. Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Deputy Mayor Peterson to forward Resolution No. 1209-1021 to the October 19, 2021 City Council meeting action agenda for further consideration. Passed.

3. Resolution No. 1210-1021 SPD Body Worn Cameras – Presented by Police Chief Carole Beason

Police Chief Beason provided an overview of body worn cameras and in-car dash cameras. Discussion followed. No public comment.

A motion was made by Councilmember McDowell and seconded by Councilmember Schmit to move Resolution No. 1210-1021 to the City Council meeting action agenda on October 19, 2021. Passed.

4. Resolution No. 1211-1021 JAVAS A/V System Replacement in Courtroom/Council Chambers – Presented by City Manager Jeff Niten

City Manager Niten provided an overview of the existing audio/visual system and the JAVAS A/V replacement system. Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to forward Resolution No. 1211-1021 to the October 19, 2021 City Council meeting for further consideration. Passed.

5. Lodging Tax Advisory Committee (LTAC) Grant Recommendations – City Manager Jeff Niten

Deputy Mayor Peterson recused herself from the discussion due to a potential conflict of interest.

City Manager Niten reviewed the Lodging Tax Advisory Committee's grant tourism fund recommendations. Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to forward this item to the action agenda on October 19, 2021 for further consideration. Passed.

6. FCS Contract – ER&R – Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer provided an overview of the Equipment, Replacement and Repair Fund (ER&R). Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Mayor Dorcy to forward the FCS Group contract to the October 19, 2021 City Council meeting for further consideration. Passed.

ACTION AGENDA

1. Ordinance No. 1974-0821 2021 Budget Supplemental 1 – Presented by Budget Coordinator Don Kuismi

Budget Coordinator Kuismi provided an overview of the 2021 Budget Supplemental. Discussion followed. No public comment. City Clerk Nault provided the second reading of Ordinance No. 1974-0821.

A motion was made by Councilmember Schmit and seconded by Deputy Mayor Peterson to approve Ordinance No. 1974-0821 as presented. Passed.

2. Ordinance No. 1975-0821 Debt Management Policy – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer reviewed a city debt management policy. Discussion followed. No public comment. City Clerk Nault provided the second reading of Ordinance No. 1975-0821.

A motion was made by Councilmember Onisko and seconded by Councilmember McDowell to approve Ordinance No. 1975-0821 as presented. Passed.

3. Ordinance No. 1976-0821 Investment Policy – Presented by Interim Finance Director Schnitzer

Interim Finance Director Schnitzer provided an overview of an investment policy. Discussion followed. No public comment. City Clerk Nault provide the second reading of Ordinance No. 1976-0821.

A motion was made by Councilmember Onisko and seconded by Deputy Mayor Peterson to approve Ordinance No. 1976-0821 as presented. Passed.

4. Surplus of City Assets Policy – Presented by City Manager Jeff Niten

City Manager Niten provided an overview of a surplus of city assets policy. Discussion followed. No public comment.

A motion was made by Councilmember Onisko and seconded by Deputy Mayor Peterson to approve the Surplus of City Assets Policy as presented. Passed.

5. HOPE Community Garden at Callanan Park – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler reviewed an agreement between the City and Hands on Personal Empowerment (HOPE) for a community garden at Callanan Park. Discussion followed. No public comment.

A motion was made by Deputy Mayor Peterson and seconded by Councilmember Schmit to approve the HOPE Community Garden Agreement as presented. Passed.

6. SMC Steering Committee Appointments – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler discussed the development code rewrite and requested appointment of Hillary Browning to the steering committee. Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Councilmember Boad to appoint Hillary Browning to the City of Shelton's Development Code Steering Committee. Passed.

ADMINISTRATION REPORT – City Manager Jeff Niten

- Study Session - pavement preservation program
- Information Technology – new upgrades
- 14th Street residents thank you letter
- Cascade Natural Gas - restoration project
- Quixote Village – new executive director
- Review “Looking Ahead”

NEW ITEMS FOR DISCUSSION

None

ANNOUNCEMENT OF NEXT MEETING

Tuesday, October 19, 2021 at 6:00 p.m.

MEETING ADJOURN

Mayor Dorcy adjourned the meeting at 7:39 p.m.



Mayor Kevin Dorcy



City Clerk Donna Nault