



CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes
November 16, 2021 – 6:00 p.m.
Virtual Platform

COUNCILMEMBERS AND PERSONNEL

Councilmembers:

Deputy Mayor Deidre Peterson
James Boad
Megan Fiess
Kathy McDowell
Eric Onisko
Joe Schmit

Personnel:

City Manager Jeff Niten
City Clerk Donna Nault
Public Works Director Jay Harris
Interim Finance Director Teri Schnitzer
Community Development Director Mark Ziegler
City Engineer Ken Gill

CALL TO ORDER

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

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

LATE CHANGES TO THE AGENDA

None

Deputy Mayor Peterson – The public is able to make comments during the Public Comment period, as well as on any items listed on the business or the action agendas. 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 106285 through 106297 in the total amount of \$64,873.46
2. Vouchers numbered 106319 through 106386 in the total amount of \$471,987.47
3. Mason County Historical Society Museum 3rd Quarter LTAC Report – Written by Director Liz Arbaugh
4. September Financial Status Report
5. Minutes from Business Meeting of September 21, 2021

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

GENERAL PUBLIC COMMENT

None

BUSINESS AGENDA

1. Water Meter Boxes and Lids Purchase – Presented by Public Works Director Jay Harris

Public Works Director Harris provided an update on the Water Meter AMI Project. Discussion followed. No public comment.

A motion was made by Councilmember Schmit and seconded by Councilmember Boad to forward this item, including the addition of a resolution, to the December 7, 2021 City Council action agenda. Passed.

Deputy Mayor Peterson recessed from the regular meeting and opened a public hearing.

2. Public Hearing – Ordinance No. 1981-1021 2021 Budget Supplemental 2 – Presented by ~~Budget Coordinator Don Kuismi~~ Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer shared information on a second supplemental to the 2021 budget. No discussion. No public testimony. City Clerk Nault provided a reading of Ordinance No.1981-1021.

A motion was made by Councilmember Onisko and seconded by Councilmember McDowell to forward Ordinance No.1981-1021 to the December 7, 2021 City Council action agenda. Passed.

Deputy Mayor Peterson closed the public hearing and opened another public hearing.

ACTION AGENDA

1. Public Hearing Ordinance No. 1978-1021 2022 Regular & Ad Valorem Taxes – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer reviewed the Regular & Ad Valorem Taxes. Discussion followed. No public testimony.

A motion was made by Councilmember Schmit and seconded by Councilmember Boad to consider Ordinance No.1978-1021, as presented, after the public hearing is concluded. Passed.

Deputy Mayor Peterson closed the public hearing and resumed the regular meeting.

2. Ordinance No. 1978-1021 Regular & Ad Valorem Taxes – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer provided an overview of the Regular & Ad Valorem Taxes. No discussion. No public comment. City Clerk Nault provided the second reading of Ordinance No. 1978-1021.

A motion was made by Councilmember Schmit and seconded by Councilmember Fiess to adopt Ordinance No. 1978-1021 setting the Regular and EMS levies for 2022. Passed.

Deputy Mayor Peterson closed the regular meeting and opened a public hearing.

3. Public Hearing Ordinance 1979-1021 2022 Proposed Budget – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director Schnitzer reviewed the 2022 Proposed Budget. Discussion followed. No public testimony.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to consider Ordinance No.1979-1021, as presented, after the public hearing is concluded. Passed.

Deputy Mayor Peterson closed the public hearing and resumed the regular meeting.

4. Ordinance No. 1979-1021 2022 Budget – Presented by Interim Finance Director Teri Schnitzer

Interim Finance Director provided an overview of the 2022 Budget. No discussion. No public comment. City Clerk Nault provided the second reading of Ordinance No.1979-1021.

A motion was made by Councilmember Schmit and seconded by Councilmember Onisko to adopt Ordinance No.1979-1021 and the 2022 Budget as presented. Passed.

5. Resolution No. 1216-1021 & Resolution No. 1217-1021 Olympic Region Local Programs Project Administration Agreements (PAA) – Presented by City Engineer Ken Gill

City Engineer Gill reviewed the Olympic Regional Local Programs project. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No. 1216-1021 and Resolution No. 1217-1021.

A motion was made by Councilmember Onisko and seconded by Councilmember Boad to adopt Resolution No. 1216-1021 and Resolution No. 1217-1021 as presented. Passed.

6. Resolution No. 1218-1021 Transpo Group On-Call Contract and Work Order Amendment No. 2 – Presented by City Engineer Ken Gill

City Engineer Gill reviewed the Civic Center community parking lot project. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No.1218-1021.

A motion was made by Councilmember Onisko and seconded by Councilmember Schmit to adopt Resolution No. 1218-1021 as presented. Passed.

7. Civic Center Rotating Art Gallery – Presented by Community Development Director Mark Ziegler

Community Development Director Ziegler presented the recommendations of the Shelton Arts Commission to install art in the Civic Center Rotating Art Gallery.

A motion was made by Councilmember Schmit and seconded by Councilmember Fiess to waive the Three-Touch Rule and approve the Shelton Arts Commission's recommendations. No discussion. No public comments. Passed.

8. LTAC Grant Recommendations – Presented by City Manager Jeff Niten

City Manager Niten reviewed the Lodging Tax Advisory Committee's previous grant recommendations and discussed the modified recommendation for 2022. Deputy Mayor Peterson recused herself due to a potential conflict.

A motion was made by Councilmember Schmit and seconded by Councilmember McDowell to approve the LTAC tourism fund grant awards as presented. No discussion. No public comment. Passed.

PUBLIC COMMENT

Cappy Shapiro

ADMINISTRATION REPORT – City Manager Jeff Niten

- December 11, 2021 – Shop with a Cop event
- City Website – Snow routes
- Christmastown USA – Illuminated Christmas Tree Maze & Christmastown Market
- December 7, 2021 - New City Councilmember swearing-in
- Review Looking Ahead
- Farwell to Councilmember Megan Fiess

NEW ITEMS FOR DISCUSSION

None

ANNOUNCEMENT OF NEXT MEETINGS

Study Session – November 23, 2021 at 6:00 p.m.

Council Meeting – December 7, 2021 at 6:00 p.m.

MEETING ADJOURN

Mayor Dorcy adjourned the meeting at 7:04 p.m.



Mayor Eric Onisko



City Clerk Donna Nault