



## CITY OF SHELTON, WASHINGTON - CITY COUNCIL

City Council Meeting Minutes  
January 17, 2023 – 6:00 p.m.  
Civic Center & Virtual Platform

### **COUNCILMEMBERS AND PERSONNEL**

#### Councilmembers:

Mayor Eric Onisko  
Deputy Mayor Joe Schmit  
James Boad  
Miguel Gutierrez  
Kathy McDowell  
Deidre Peterson

#### Personnel:

City Manager Jeff Niten  
City Clerk Donna Nault  
Public Works Director Jay Harris  
Parks & Facilities Director Mark Ziegler  
City Engineer Ken Gill  
Police Chief Carole Beason

### **CALL TO ORDER**

Call to Order: 6:00 p.m.  
Pledge of Allegiance: Mayor Onisko  
Roll Call: City Clerk Nault – Absent: Councilmember Sharon Schirman

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

### **LATE CHANGES TO THE AGENDA**

None

### **CITY COUNCIL REPORTS**

None

### **CONSENT AGENDA**

1. Vouchers numbered 107878 through 107884 in the total amount of \$141,275.95
2. Vouchers numbered APA001834 through APA001868 in the total amount of \$202,551.72
3. Vouchers numbered APA001869 through APA001882 in the total amount of \$49,026.21
4. Vouchers numbered 107892 through 107950 in the total amount of \$168,247.50
5. Voucher number 107951 in the total amount of \$500.00
6. Vouchers numbered APA001883 through APA001899 in the total amount of \$76,819.25
7. Minutes of Joint Meeting with Mason County Commissioners on November 4, 2022
8. November Financial Status Report

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

### **GENERAL PUBLIC COMMENT**

#### In-Person:

Erin Martinache  
Athena Ayers

#### Zoom:

Colleen Carmichael

## **BUSINESS AGENDA**

1. Resolution No. 1257-1222 Water/Sewer Rate & GFC Study Consultant Contract – Presented by Public Works Director Jay Harris

Public Works Director Harris provided information on a professional service contract and proposed rate study.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to place Resolution No. 1257-1222 on the action agenda of the February 7, 2023 City Council meeting. Discussion followed. No public comment. Passed.

2. Resolution No. 1258-1222 Public Works Laydown Yard Consultant Design Contract – Presented by Public Works Director Jay Harris

Public Works Director Harris provided information on a professional services contract for the design of a new public works maintenance laydown yard.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to place Resolution No. 1258-1222 on the action agenda of the February 7, 2023 City Council meeting. Discussion followed. No public comment. Passed.

## **ACTION AGENDA**

1. Ordinance No. 1994-0922 Park & Open Space Area Requirements for Residential Subdivisions – Presented by Parks & Facilities Director Mark Ziegler

Parks & Facilities Director Ziegler discussed specific standards to provide parks and open space for residential subdivisions. Discussion followed. No public comment. City Clerk Nault provided a reading of Ordinance No.1994-0922.

A motion was made by Councilmember Gutierrez and seconded by Councilmember McDowell to adopt Ordinance No.1994-0922 amending parks and recreation open space area requirements for residential subdivisions. Passed.

2. Resolution No.1254-1222 Local Road Safety Plan Project Approval & Authorization – Presented by City Engineer Ken Gill

City Engineer Gill provided information on the local road safety plan project. Discussion followed. No public comment. City Clerk Nault provided a reading of Resolution No. 1254-1222.

A motion was made by Councilmember Gutierrez and seconded by Deputy Mayor Schmit to approve Resolution No.1254-1222 as presented. Passed.

3. Resolution No.1255-1222 Brockdale Road Resurfacing Improvements Project Award – Presented by City Engineer Ken Gill

City Engineer Gill provided information on the Brockdale Road resurfacing improvements project. Discussion followed. No public comments. City Clerk Nault provided the reading of Resolution No.1255-1222.

A motion was made by Councilmember Peterson and seconded by Councilmember Gutierrez to approve Resolution No. 1255-1222 as presented. Passed.

4. Resolution No. 1256-1222 Consultant Contract Amendment No. 1 for Brockdale Road Improvement Project – Presented by City Engineer Ken Gill

City Engineer Gill discussed an amendment to the Brockdale Road Improvement Project consultant's contract. No discussion. No public comment. City Clerk Nault provided the reading of Resolution No. 1256-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to approve Resolution No. 1256-1222 as presented. Passed.

5. Mason County Jail Services – Presented by Police Chief Carole Beason

Police Chief Beason discussed changes to the jail services contract with Mason County. Discussion followed. No public comment.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Peterson to authorize City Manager Niten to sign the updated inter-local agreement with Mason County Sheriff's Office for jail services. Passed.

6. Resolution No. 1259-1222 Wastewater Fund Property Acquisitions – Presented by Public Works Director Jay Harris

Public Works Director Harris discussed a proposed property acquisition. Discussion followed. No public comment. City Clerk Nault provided the reading of Resolution No. 1259-1222.

A motion was made by Deputy Mayor Schmit and seconded by Councilmember Gutierrez to approve Resolution No. 1259-1222 as presented. Passed.

#### **ADMINISTRATION REPORT – City Manager Jeff Niten**

- Financial Sustainability Task Force
- Designated Crisis Responder (DCR) start date is February 8, 2023
- City parking lot "Count the Bricks" contest is open until January 19, 2023
- Looking Ahead

#### **NEW ITEMS FOR DISCUSSION**

None

#### **ANNOUNCEMENT OF NEXT MEETING**

City Council Meeting – February 7, 2023 at 6:00 p.m.

Study Session – February 14, 2023 at 6:00 p.m.

#### **MEETING ADJOURN**

Mayor Onisko adjourned the meeting at 6:46 p.m.

  
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Mayor Eric Onisko

  
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City Clerk Donna Nault