

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of January 24, 2011

According to staff notes, the following items were discussed.

Monday, January 24, 2011

9:00 A.M.

Auditor – Theresia Ehrich

Commissioners Ring Erickson, Lingle and Sheldon were in attendance.

The following items were reviewed:

- Special Funds recap and year end balances
- Current Expense Cash Flow report
- 13th month financial recap

9:15 A.M.

Clerk – Pat Swartos

Commissioners Ring Erickson, Lingle and Sheldon were in attendance.

Ms. Swartos discussed her 2011 budget amendment request for approximately \$25,000 that she needs for salaries and benefits. The budget hearing is scheduled on February 1st.

9:30 A.M.

Sheriff's Office – Sheriff Salisbury/Undersheriff Barrett

Commissioners Ring Erickson, Lingle and Sheldon were in attendance.

The Sheriff and Facility staff briefed the Board on Jail Safety Committee concerns and the Commissioners were provided a packet of materials. The focus is on the intercom, control panel, and door locks.

9:50 A.M.

Superior Court

Commissioners Ring Erickson, Lingle and Sheldon were in attendance.

Judge Sheldon briefed the Board on the part-time court commissioner professional services agreement with Bob Sauerlender.

10:00 A.M.

Public Works - Charlie Butros/Brian Matthews

Commissioners Ring Erickson, Lingle and Sheldon were in attendance.

The following items were reviewed:

- Permission to use the Letters of Interest Roster and enter into a letter agreement or contracts for Construction Project Inspector Services for calendar year 2011.
- Extend the Kenyon Disend contract for attorney services for cable TV Franchises in order to complete Cable TV application process. No change in dollar amount. The Cable TV Master Ordinance was approved on January 11, 2011. Public Works needs Kenyon Disend to develop the individual franchise ordinance application process for Cable TV Companies.
- Approval of County Road Project 1860, Shelton Matlock Brady Road (County Road Number 90100) and authorize the Public Works County Engineer to advertise, set bid/time, and award contract. The contract award will be announced during a regular meeting of the Board of County Commissioners.
- Approval to call for bids for 2011 Manufacturing and Stockpiling of Chipseal Aggregate and authorize the Public Works County Engineer to advertise set bid date/time, award, and sign the Service Contract. The contract award will be announced during a regular meeting of the Board of County Commissioners.
- Approval to call for bids for routine paint striping for 2011 and authorize the Public Works County Engineer to advertise, set bid date/time, award, and sign the Service Contract. The contract award will be announced during a regular meeting of the Board of County Commissioners.
- Execute the annual 2011 State of Washington Road Levy Certification to County Road Administration Board (CRAB).

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- Authorization to use the Professional Service Roster or Request for Qualification/Proposals for Sound Study Service for the 2011 Calendar year.
- Service Agreement for Mason County to provide mechanical repair and maintenance services for Fire Protection District No. 6.
- Service Agreement for Mason County to provide mechanical repair and maintenance services for Fire Protection District No. 11.
- Public Works has selected Drayton Archaeological Resources out of Blaine, Washington from the Professional Services Roster for cultural resource survey services for the Lynch Road/ Simmons Road project (County Road Project 1861) in the amount of \$9,157.00.

10:35 A.M. Executive Session – RCW 42.30.110 (1) (b)
Commissioners Ring Erickson, Lingle and Sheldon met with Public Works staff on a real estate matter in Executive Session for approximately 10 minutes.

10:45 A.M. Utilities & Waste Management – Emmett Dobey
Commissioners Ring Erickson, Lingle and Sheldon were in attendance.
The following items were reviewed:

- David Baker is preparing Request for Proposals for metal recycling and biosolids hauling.
- Interlocal agreement with Kitsap County for hazardous waste will be placed on an agenda for approval.
- Tom Moore stated a reserve account needs to be established for the Rustlewood wastewater treatment plant.
- Contract with Apex for additional surveying for Belfair Treatment plant will be placed on an agenda.
- Need to schedule a joint meeting with the Skokomish Tribe to discuss the Hoodspout/Potlatch/Skokomish sewer project.

11:15 A.M. Public Health Services – Vicki Kirkpatrick
Commissioners Ring Erickson, Lingle and Sheldon were in attendance.
The following items were reviewed:

- Staff shared with Commissioners the decision made by Island County to create and fund a Clean Water Utility.
- The legislative update was not discussed due to lack of time.
- Staff briefed the Commissioners on amendments needed to some of the recently passed housing contracts. The wrong funding source code was used in a couple and those will be corrected. To ensure that doesn't occur again in the future, all housing contracts will go through the Health Department's Finance Manager prior to being sent to the Commissioners for approval. Commissioners also requested that they be briefed quarterly on the contracts and their deliverables.
- Vicki Kirkpatrick updated the Commissioners on the status of the 2011 Contract with Thurston County for Health Officer services.

11:30 A.M. Chamber of Commerce Joint Tourism Briefing
Commissioners Ring Erickson, Lingle and Sheldon were in attendance.

- Mark Costa and Terry Jeffries answered questions regarding the Joint Tourism 2011 funding request.
- Dawn Twiddy discussed the LTAC recommendation to approve the Hoodspout Community Events Association Spring Car Rally & Picnic for \$1,000. The Board instructed Dawn to add both the Joint Tourism and the HCEA application requests to the February 1 agenda.

1:30 P.M. Closed Session – RCW 42.30.140 (4)
Commissioners Ring Erickson, and Lingle met with Karen Jackson in closed session for a labor discussion for approximately 30 minutes.

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Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Jerry Lingle
Commissioner