

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of March 28, 2011

According to staff notes, the following items were discussed.

Monday, March 28, 2011

- 9:00 A.M. Central Operations - Diane Zoren  
Commissioners Sheldon and Lingle were present. Cmmr. Lynda Ring Erickson was absent.  
The following items were reviewed:
- Official Mason County newspaper needs to be selected at Commission meeting. Cmmr. Sheldon stated he has talked to editor of the *Shelton-Mason County Journal* about having the legals on-line in addition to print. This would have to be negotiated with the newspaper.
  - Theresia Ehrich joined the briefing to explain that if a part time position is created in Facilities & Grounds for Friday clerical support, it needs to be placed on an agenda. She suggested an alternative of transferring the money from the Facilities budget to Central Operations to pay for the clerical support since part of Central Operations duties is to provide clerical support to Facilities & Grounds. This method also needs Board approval in a Commission meeting. The Commissioners agreed to have the money transferred and increase Dawn Twiddy's FTE status to .5 in Central Operations to include Friday clerical support to Facilities & Grounds.
- 9:05 A.M. Utilities & Waste Management - Emmett Dobey  
Commissioners Sheldon and Lingle were present. Cmmr. Lynda Ring Erickson was absent.  
The following items were reviewed:
- FCSG contract for the Belfair Rate Structure
  - Consultant contract for governance and divestiture study
  - Coordination with Shorebank
  - Bid for "Get Connected" design and award of contract
  - Amendment to payment schedule for Seafresh Loan
  - Hartstene Pointe damage claim assignment
  - Work session on future sewers in Potlatch/Hoodsport
- 9:15 A.M. Facilities & Grounds – Mike Rutter  
Commissioners Sheldon and Lingle were present. Cmmr. Lynda Ring Erickson was absent.  
The following items were reviewed:
- Mike will follow up with Diane on necessary paperwork for Friday clerical support.
- 9:25 A.M. Department of Community Development – Barbara Adkins/Mark Core  
Commissioners Sheldon and Lingle were present. Cmmr. Lynda Ring Erickson was absent.  
The following items were reviewed:
- DNR Email – Correspondence from DNR to Building staff dated March 11, 2011 was discussed. No copy was provided to Board or public. Staff apprised the Board of the email and its contents. In sum, DNR is asking what the County and local fire districts position is on the proposal to enact a burn-ban every year July 1<sup>st</sup> through September 30 regardless of the weather. The burn-ban would include land clearing and recreational fires. The BOCC would prefer to have the burn-ban enacted as in past years by measurement of moisture content in the standing timber. The Board asks that staff convey this message to DNR.

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- Inspector/Building Staff schedule – Staff informed Board that several DCD employees were scheduled for training seminars this week in Tukwila. This training is required to maintain CEU's for continuing education requirements to maintain code certifications. During this reduced staff level week it may be for management to conduct some field inspections.
- Restraining Order – Staff provided Commissioners with brief update on status of the restraining order that had been filed. The hearing was set for Friday, March 25, 2011. Management and two staff members attended the hearing however the individual had not been served. The hearing has been rescheduled for April 8, 2011 at 8:00 am.
- Permit Center Security – Staff gave a quick progress report to the Board in reference to Building III, Permit Center lobby security. Due to recent events, a new door has been added replacing a small gate between the lobby area and employee workstations. Mike Rutter has been instrumental in coordinating this project.

9:30 A.M. Parks & Trails Department – John Keates  
Commissioners Sheldon and Lingle were present. Cmmr. Lynda Ring Erickson was absent.

The following items were reviewed:

- Evergreen State College Work Study student has been working and doing well.
- Parks has partnered with EarthCorps to do work at Oakland Bay park and Sunset Bluff Park
- Staff has applied for two Boating Facilities Grants and one NOVA grant.
- John is continuing bi-weekly articles in the Mason County Journal Outdoors section.
- Informed the Commissioners that the water hookup agreement will not be needed
- Informed the Commissioners that he and others throughout the state have been promoting the inclusion of the WWRP program in the state budget.
- Latimers Landing planning is complete.
- The Mason Lake Park Boat Launch renovation is complete and a ribbon cutting ceremony will be planned for April or May.
- Presented a special event policy. This will go on an agenda for approval.
- Informed the Commissioners that including boat launch fees and pay stations at Latimers Landing and Mason Lake would provide staff with much needed revenue. A proposal will be forthcoming.
- Request to purchase \$8,421 of needed maintenance supplies for MCRA and Sandhill Park to be paid for from proceeds of Mason Lake Property sale. The request was approved.

9:45 A.M. Sheriff's Office – Sheriff Salisbury/Undersheriff Barret  
Commissioners Sheldon and Lingle were present. Cmmr. Lynda Ring Erickson was absent.

The following items were reviewed:

- Outside evidence storage at the Public Works facility. Request to use funding from the REET 1 fund.
- Status of an inmate who was in the hospital and has been transferred to the Stafford Creek facility.

Commission Sheldon left to attend the legislature at 10:00 a.m. and the remaining agenda items were canceled.

~~10:00 A.M. Public Works – Charlie Butros/Brian Matthews canceled~~

~~11:15 A.M. Health Services – Vicki Kirkpatrick canceled~~

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11:30 A.M. Closed Session – RCW 42.30.140 (4) – Labor Discussion  
Commissioner Lingle met with staff from 11:30 a.m. to 12:30 a.m. in closed session for a labor discussion.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

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Lynda Ring Erickson  
Chair

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Tim Sheldon  
Commissioner

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Jerry Lingle  
Commissioner