

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Week of June 27, 2011**

According to staff notes, the following items were discussed.

Monday, June 27, 2011

9:00 A.M.

Auditor's Office – Theresia Ehrich

Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

The following items were reviewed:

- Auditor's Office will distribute the 2012 budget worksheets on July 12th at 8:30 a.m.
- Reviewed the 2012 budget instruction questions.
- State Auditors will be here on July 18<sup>th</sup>. There is a rate increase of 6.5% in their audit fees.
- The same budget calendar as last year will be followed with less budget workshops.
- A briefing was set on July 5<sup>th</sup> at 11:30 a.m. to continue with Commissioners' responses to budget directives

9:15 A.M.

Central Operations - Diane Zoren

Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

The following items were reviewed:

- The redistricting briefing/hearing process was reviewed. The briefing to discuss the boundaries will be on July 5<sup>th</sup> at 10:30 a.m. following the Commission meeting. A public hearing will be scheduled on July 26<sup>th</sup> at 1 p.m.
- Calendar items – Teamster grievance hearings on Wednesday, June 29; meetings scheduled the afternoon of June 29 the Mike Pruett & Patti Case from Green Diamond and Diane is on vacation July 1 through July 12.
- Board agreed to reappoint Marv Faughender to Area Agency on Aging.
- The draft CEDS list was reviewed. There will be some edits and Diane will bring back for further review.

9:25 A.M.

Economic Development Council – Matt Matayoshi

Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

The following items were reviewed:

- Tru Fab is a new start up at the Port of Shelton providing 15 jobs.
- Atlas Pellet will be reopening.
- DOC continues to work on the reception center with a draft EIS to be ready by end of summer.

9:30 A.M.

Accrued Leave Fund Briefing – Theresia Ehrich/Karen Jackson

Commissioners Ring Erickson, Sheldon, and Lingle were in attendance.

The subject of the briefing was the Accrued Leave Fund.

Theresia Ehrich went over the history of the establishment, resolutions passed, and purpose of the Accrued Leave Fund. Governmental standards and guidelines do not address funding or establishing a separate fund for our county's leave liability. This is a local policy decision to be made by our governing body. Theresia distributed a five-year recap of leave liability by department and recap of funding.

Ms. Jackson recommended amendment of Resolution 70-04 to insert language in the exhibit (Attachment A) that was inadvertently omitted when that Resolution was enacted. The missing language is Item E, Payment of Other Expenses. Ms. Ehrich recommended the exhibit also be modified to delete the target schedule under Item B.2 (funding) due to the inability of the county to attain this target. Discussion was held on obligating future Commissioners or funds on our leave liability.

There also was discussion by the Board to amend the exhibit to include language around the sale and/or leasing of surplus properties for park projects. Theresia recommended a

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transfer of leave fund revenue from parks properties sold to REET 2 for use in parks capital projects for ease of tracking and transparency.

Resolution is to be modified for the Commissioners by Central Operations and Prosecutor's office.

- 10:15 A.M. Health Services – Vicki Kirkpatrick  
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.  
The following items were reviewed:
- Housing Contract between Mason County and United Way. Staff briefed the Board on the contract with United Way to provide housing case management for homeless individuals. The contract replaces the contract with Heart for the Homeless, which no longer exists.
  - The Director, Vicki Kirkpatrick, has been appointed to the National Association of County and City Health Officials (NACCHO) Infectious Disease Prevention and Control Workgroup for a term beginning July 1, 2011 through June 30, 2013.
  - The Director reminded the Board that the Health Department would be submitting a request for continued funding from the .09 Rural Economic Development fund.
  - The Environmental Health Manager updated the Commissioners on the EPA grant funding and that we would be applying. The Hood Canal Coordinating Council will be moving forward with the PIC program. Commissioner Ring Erickson asked that we make sure we are represented at each Hood Canal Coordinating Council meeting.
- 10:30 A.M. Public Works - Charlie Butros/Brian Matthews  
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.  
The following items were reviewed:
- Revised Interlocal Agreement for work, supplies and equipment between Mason County, Mason Transit, Shelton School District and the Port of Shelton.
  - Road Closure on Clifton Lane for the ninth annual "Taste of Hood Canal," sponsored by North Mason Rotary to be held in Belfair on Saturday, August 13, 2010. They have requested a road closure the entire length of Clifton Lane (Milepost 0.00 to Milepost 0.21) from 6:00 am to 10:00 pm.
  - Set public hearing on August 2<sup>nd</sup> for a Private Line Occupancy Permit for Judith Campbell Judd, septic system at 750 E Stadium Beach Road, Grapeview.
  - Interlocal Agreement between MACECOM and Mason County for Geographic Information System Services Data Conversion.
  - Utilize Telephone Bid/Post for Quote procedures for Computer Equipment and servers to support the new financial System.
  - County Road Projects 1961, Purdy Cut Off Road, and 1962, Old Belfair Highway.
- ~~11:00 A.M. Utilities & Waste Management – Emmett Dobe~~ rescheduled to Tuesday
- 11:20 A.M. Probation Services – Diana Renecker  
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.  
The following items were reviewed:
- Juvenile Detention Alternatives Initiative. JDAI application in the amount of \$30,000 was reviewed and will be placed on the July 12 agenda for final action.
- 11:30 A.M. Closed Session – RCW 42.30.140 (4) labor discussion  
Commissioners Ring Erickson, Sheldon and Lingle met in closed session with several department heads and Karen Jackson for a labor discussion from 11:30 a.m. to 12:25 p.m.
- 1:30 P.M. Sheriff's Office – Sheriff Salisbury/Undersheriff Barrett  
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

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The following items were reviewed:

- MACECOM billing and traffic policing. Near 700 calls for first six months for traffic related calls. MCSO total was 8,500. Looking at full burden regarding the cost of operating the traffic-policing unit. This would include the cost of MACECOM bills. This could cost out at near \$24,000 for the year.
- Title III and USFS contract. Sheriff's office is tracking and billing for operations accordingly. Title III is for SAR and police operations outside of normal patrols, to include SAR equipment. Routine patrols in federal forestland on FS Rd 24 will go to contract.
- Medical and extraordinary costs at jail briefed by Chief Haugen. To date over \$113,000 and on schedule to exceed authorized budget in this area.
- New shift schedule for patrol has reduced overtime in patrol for April, May, June by 200 hours compared to same time last year.
- Belfair sub-station and moving into a building at Belfair Landing due to move out of the temporary modular with sewer hook up needed. Researching if a grant will assist in covering the rental costs in combination with money already being used by facilities to operate the existing building. Commissioners requested the Sheriff's office speak with the Utilities Department on cost sharing space needs since they may also have to service the Belfair area.

2:00 P.M. Executive Session – RCW 42.30.110 (1) (g) - Personnel  
Commissioners Ring Erickson, Sheldon and Lingle met in executive session with Karen Jackson for a personnel issue from 2:10 p.m. to 2:50 p.m.

Tuesday, June 28, 2011

4:30 P.M. Utilities & Waste Management - Emmett Dobey  
Commissioners Ring Erickson and Lingle were in attendance. Cmmr. Sheldon was absent.

- Waiver for Public Works for Phillips Lake Road for dump fees – will not charge contractor but file lien on costs.
- Developer's concerns with Belfair sewer costs were discussed.
- Presented schedule of remaining tasks for Belfair sewer hook up.
- Discussed the Get Connected contract with ESA – there may be a conflict due to their work with the Belfair Water District. Staff will re-interview remaining applicants.

Wednesday, June 29, 2011

9:00 A.M. Closed Session – RCW 42.30.140 (4) Fire Marshal Grievance  
Commissioners Ring Erickson and Lingle met in Closed Session from 9:00 a.m. to 9:45 a.m. to hear the grievance filed by the Fire Marshal. Cmmr. Sheldon was absent.

11:00 A.M. Closed Session – RCW 42.30.140 (4) Utilities Staff Grievance  
This Closed Session was canceled because the grievance was settled.

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