

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of November 7, 2011

According to staff notes, the following items were discussed.

Monday, November 7, 2011

- 9:00 A.M. Auditor's Office – Theresia Ehrich
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- October financial statements are available. Theresia noted that \$21 million of the \$24 million revenue projection has been received. Expenditures are \$2.7 million less than revenues received, as of October. Based on the five-year recap of revenues and expenditures, 2009 was the first year the county took in more revenue than was spent.
Cmmr. Sheldon noted the figures quoted are cash basis and there are outstanding obligations, such as labor contracts.
Cmmr. Ring Erickson stated she has heard that some elected officials believe the governor's budget reductions were intended to be implemented after June 1st of next year. Cmmr. Sheldon stated that is not his understanding.
Cmmr. Sheldon spoke about the liquor revenues. If the voters approve Initiative 1183, the cuts can't happen to the cities and counties as proposed in the governor's proposal, however he believes the governor will look for another resource.
Lisa Frazier, Treasurer, stated the revenue proposal she submitted to the Commissioners last week was the worst case scenario and the targeted timeline was included.
- 9:15 A.M. Treasurer – Lisa Frazier
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance. Karen Jackson, Human Resources Director, also attended.
- Lisa Frazier requested a reclassification of the Administrative Supervisor position in the Treasurer's Office from Range 27 on the Non-Union Salary Alignment to a Range 29, Chief Deputy Treasurer to accurately reflect the job responsibilities and competencies necessary for the position. Treasurer's Current Expense budget does not need supplemented for the increase.
- 9:30 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Ring Erickson, Sheldon and Bloomfield met with Karen Jackson, Mike Dorcy, Judge Meadows, Patsy Robinson and Harris Haertel in Closed Session for a labor discussion from 9:35 a.m. to 10:05 a.m.
- 10:00 A.M. Human Resources – Karen Jackson
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Approval sought for reclassification of the position of the District Court Administrator within District Court from pay range 27 to range 35, effective January 1, 2012. The job classification description was updated to account for the accretion of new duties and higher level responsibilities. The Commissioners agreed with the recommendation to reclassify the position and upgrade the salary placement on the Non-Union Salary Alignment table. The item will be placed on the Action Agenda for adoption on November 15, 2011.
- 10:15 A.M. Break
- 10:30 A.M. Department of Community Development – Barbara Adkins
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Comprehensive Plan Update

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Seeking Board approval to place requests for public hearing on November 15, 2011 Action Agenda. Public hearing to be held December 13, 2011 on Capital Facilities annual update, proposed amendment to Comprehensive Plan policies, and UGA rezones.

- Belfair Future Roads Map
This item tabled from December 2010 to December 2011. No additional amendments have been made to the map as originally proposed. Staff requesting a public hearing on December 13, 2011 to open hearing and close with no action.
- Medical Cannabis Moratorium
Moratorium on collective gardens expires on November 16, 2011. Staff requesting a public hearing on November 15, 2011 for consideration of a six month extension.

- 10:45 A.M. Public Works - Charlie Butros/Brian Matthews
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Authorization to advertise and hire a Road Operations & Maintenance Manager. Current Manager, Rick Blake, has announced his retirement and last day of employment to be January 31, 2012.
 - Request the Board execute the annual bridge limit resolution establishing lane limits for traffic control on certain Mason County bridges.
 - County Road Restrictions / Emergency Road Closing Orders for winter months.
 - Christmas Parade participation– December 3, 2011

- 11:00 A.M. Utilities & Waste Management - Emmett Dobey
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Review Belfair Sewer rates at the November 21st briefing and set a public hearing on December 20th.
 - North Mason Commission meeting is November 29th. Agenda item is the Belfair Sewer rates.
 - Request briefing on Monday, December 5th at 1:30 p.m. regarding solid waste.
 - A presentation from Murray, Smith & Associates was made on Phase I of the Coordinated Water System Plan.

- 11:30 A.M. Parks & Trails/Facilities & Grounds – John Keates
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Facilities office move: John Keates requested the move of facilities staff from the old church building to Mike Rutter's old office in building #9. The Commissioners agreed. This will eventually leave old Catholic Church rectory vacant.
 - Asked if REET Funds could be built into 2012 budgets for revenue. Commissioners said yes.
 - John Keates indicated he had spoken with Emmett Dobey about moving Utilities staff from building #2 to another county building. Reason is build #2 is the worst county building. John said he would put together some options and report back to commission. The goal is to shut down building #2.
 - Requested approval to investigate potential of contracting custodial services. Human Resources will first need to be consulted. Approval granted.
 - Confirmed that tourism funds are the targeted fund source for the Allyn Mini Park. This was confirmed. A kiosk will be placed onsite with local tourism information.
 - John informed Commissioners he had to cut the Sheriff lease contribution back to 2011 budget levels for the Belfair office.

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Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Steven Bloomfield
Commissioner