

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of November 14, 2011

According to staff notes, the following items were discussed.

Monday, November 14, 2011

9:00 A.M.

Auditor's Office – Theresia Ehrich

Commissioners Ring Erickson and Bloomfield were in attendance. Commissioner Sheldon was absent.

The following items were reviewed:

- Submitted proposed changes to the 2012 budget for the 911 Fund and REET 1 fund. The Commissioners signed the budget change form. Also submitted was a 2012 budget change for the traffic policing to adjust for the amount that is actually received. Cmmr. Ring Erickson declined to sign the form at this time.
- Ms. Ehrich reminded the Commissioners that the deadline was last week for 2012 budget changes to be in the November 21 preliminary budget publication. She pointed out the 2012 budget is still not in balance and she indicated she would not be comfortable presenting the 2012 budget at the December 5 budget hearing if the budget is not in balance.
- The resolution that established the ending fund balance policy was given to Cmmr. Bloomfield.
- Unemployment Fund should be ok at the \$200 per FTE charge if there are no staffing reductions. Ms. Ehrich pointed out that Mason County is self-insured for unemployment on a reimbursable basis.
- Ms. Ehrich brought up the Non-Departmental expenses, which include NACO/WSAC and WACO dues. Cmmr. Ring Erickson stated she has asked Public Works to pay for the NACO/WSAC dues because one of the main benefits from these organizations is the PILT and Public Works receives the biggest benefit from PILT. The WACO dues will remain in Non-Departmental.
- Discussion of the 1/10 of 1% criminal justice tax that was recently passed by the City of Shelton. Cmmr. Ring Erickson has indicated she would consider returning the county portion back to the city. Cmmr. Bloomfield stated he talked to the Mayor this morning and he would like to look at placing the amount received by the county, into a criminal justice service that is shared by the county and city. The Commissioners requested information on how much the county will be receiving from this tax.

9:15 A.M.

Central Operations - Diane Zoren

Commissioners Ring Erickson and Bloomfield were in attendance. Commissioner Sheldon was absent.

The following items were reviewed:

- Department of Transportation meeting on Belfair Bypass is scheduled for November 22 @ 10:30 a.m. in Olympia. Cmmr. Ring Erickson indicated she cannot make this meeting. Diane will check on rescheduling.
- Lodging Tax Advisory Committee appointment. Applications received from Ken Wilson, Rachel Hansen and Jean Farmer. The next LTAC meeting is November 29. After discussion, the Commissioners selected Jean Farmer. This will be placed on the November 22 agenda for final action.
- North Mason meeting on November 29. The agenda will have the Belfair sewer rates.
- Treasurer is requesting the Commissioners to adopt a resolution closing Fund #125, Emergency Communications System (911) Sales & Use Tax Fund. The sales & use tax is now directly deposited into the MACECOM Fund for efficiency and clear accountability. This will be on the November 22 agenda for final action.

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- 9:30 A.M. Skokomish Watershed Action Team  
Commissioners Ring Erickson and Bloomfield met with several members of the Skokomish Watershed Action Team for an update on the restoration of the Skokomish watershed. Cmmr. Sheldon was absent.
- 10:00 A.M. BREAK
- 10:15 A.M. Economic Development Council – Matt Matayoshi  
Commissioners Ring Erickson and Bloomfield were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:
- Mr. Matayoshi gave an update on the racetrack.
  - Cmmr. Ring Erickson brought up the possibility of a 737 plant in Bremerton.
- 10:30 A.M. Public Works - Charlie Butros/Brian Matthews  
Commissioners Ring Erickson and Bloomfield were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:
- News Release for the 2012 Transportation Improvement Program Citizens Advisory Program (TIP-CAP).
  - Recommend reject all Proposals for the Treasurer financial System Replacement.
  - Award Finkbinder Equipment Co. of Burr Ridge, IL in the amount of \$262,000.00 plus tax for the used 2009 Gradall XL4100 Series 3 excavator for Public Works.
  - Request authorization to enter into a Reimbursable Agreement for County Road Department to perform survey work for the Mason County Parks and Trails Department for the 2012 calendar year.
  - Approve County Road Project 1963, Elfendahl Pass Road (Bridge Project) authorizing the Chair to sign all pertinent documents and Public Works to advertise, set bid dates/times, and award contract. Public Works would also like authorization to Use the Professional Services Roster to hire a Consultant for design. Contract for project and Consultant will be announced during a regular meeting of the Board.
  - Resolution Designating Applicant Agent as Martin Best and his Alternative, Karen Dowling for the Hazard Mitigation Grant Program (Project Application DR #1963) for Little Mission Creek culvert replacement project (North Shore Road, County Road Number 70390).
  - DOT Belfair Bypass Meeting @ DOT Office at 10:30 a.m. on November 22, 2011.
  - Vacation of Reservation Road and Skokomish Indian Flats Road.
  - Sunnyside Road Emergency 1-Day Road Closure due to culvert failure.
- 11:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion  
Commissioners Ring Erickson and Bloomfield met with Public Works staff and Karen Jackson, Human Resources, in Closed Session from 11:00 a.m. to 11:30 a.m. for a labor discussion.
- 11:15 A.M. Health Services – Vicki Kirkpatrick  
Commissioners Ring Erickson and Bloomfield were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:
- Current Mental Health Fund: Since the Health Department will be managing the new Mental Health and Substance Abuse Fund created for the 1/10th of 1% Sales and Use Tax for Mental Health, Substance Abuse and Therapeutic Courts, the Director asked if the Commissioners also wanted the health department to manage the existing Mental Health Fund containing the funds contracted with Thurston County for Mental Health and Developmental Disabilities services in Mason County. The Commissioners responded

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that yes, having the Health Department manage both funds makes sense. The Director will follow up on making this change.

- Extension of Habitat for Humanity Contract: The Director briefed the Commissioners on a contract amendment for the grant award contract between Mason County and Habitat for Humanity. The amendment extends the contract through December 31, 2012 and changes the name of the Contract Manager for Habitat for Humanity of Mason County to the new Executive Director.
- Budget Reductions: Staff and Commissioners discussed impacts of budget reductions - both state and local.
- Housing Contract Audits: The Director briefed the Commissioners about plans to do both financial and performance audits of the 2010 County Housing Contracts and why we feel it is important. She also discussed plans to tighten the contract language in future contracts to assure accountability and to demonstrate the link between the contract deliverables and the Mason County Homeless Plan.
- Commissioner Direction and Comments: 1. Commissioners directed that the Health Department change its name from Mason County Public Health to Mason County Public Health, Human Services and Housing. 2. Commissioner Ring Erickson provided feedback on the ACHIEVE presentation made at the October Board of Health Meeting.

BREAK – NOON

1:30 p.m.            2012 Budget Workshop  
Please see separate minutes for this item.

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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Steven Bloomfield  
Commissioner