

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of February 4, 2013

According to staff notes, the following items were discussed.

Monday, February 4, 2013

8:30 A.M.

Department of Community Development – Barbara Adkins  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following items were reviewed:

- Planning Advisory Commission Shoreline Master Program Workshops – Commission approval to place news release on February 5, 2013 meeting agenda.
- Professional Services Contract/Aqua Terra Cultural Resource Consultants – The Historical Preservation Commission is making recommendation to the Board for Aqua Terra to perform a Maritime Historic Survey and Inventory. During the review process, the Squaxin Island Tribe (ex officio HPC Members) made recommendation for two of the five proposals received. The HPC utilized a matrix scoring criteria that resulted in selection of a consultant that the Tribe had not recommended. The Tribe has expressed an unwillingness to work with the selected consultant and staff is seeking guidance from the Commissioners on how to proceed. It was suggested that there be two consultants placed on the Action Agenda for consideration, instead of only the one with the highest score. Staff will proceed accordingly.
- Belfair Subarea Advisory Committee – Committee Chair, John Gunter, has requested on behalf of the Committee a meeting with the full Commission. Commissioners have declined to conduct such a meeting and directed staff to disband the Committee at this time. For a number of reasons expressed, the Commissioners determined that the Committee as currently organized does not have a clear direction or work plan. In the near future another committee, similar in nature, will be considered for representation of the Belfair area. Staff directed to draft a resolution for disbandment and notify committee members.

9:00 A.M.

Central Operations – Diane Zoren  
Risk Management – Dawn Twiddy  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following items were reviewed:

- The Shelton Chamber has asked the Board to reconsider a quarterly payment for VIC services. The Chamber would like the payments monthly with a quarterly report. Heidi Brotche, Shelton Chamber Executive Director, explained the impact to the Chambers if they are reimbursed quarterly vs. monthly. After discussion, the Board agreed to a monthly reimbursement.
- Timberland Regional Library Director Cheryl Haywood will introduce herself at the March 12 Commission meeting.
- Hood Canal Coordinating Council. Diane noted that the County has extended the HCCC membership to March 1. The Board discussed the pros and cons of being a member. Although there has been dissatisfaction, Cmmr. Jeffreys believes that to fix it, the county needs to continue membership. She noted that HCCC staff is attempting to meet her concerns. Cmmr. Neatherlin has a meeting scheduled with Scott Brewer. Diane will bring this back for briefing.
- Danielle Skeeters of Civil Service is asking for a briefing with Commissioners. The Board approved this request and asked that Human Resources Director also attend.
- Request for lunch meeting with Squaxin Island Tribal Council and tour of facility – suggesting Tuesday, February 19, noon to 2 p.m. The Commissioners approved scheduling the meeting.
- There was discussion about reaffirming Resolution No. 55-10 that supports WSDOT's work on the Belfair Bypass project. Diane will update the signature line for an agenda.

Commissioner Sheldon left the briefings to attend the legislature.

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- 9:30 A.M. Facilities, Parks & Trails – John Keates  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- John informed the Commissioners that he had offers on four parcels of surplus property and would be bringing bids to the Commission shortly.
  - Presented two possible projects to Commissioners for funding consideration. 1) MCRA Batting cage renovation – cost \$32,024.77 funded from REET II capital fund. 2) Coulter Creek Parking Project - \$11,722.25 funded from donations, Aquatic Lands Enhancement Account Grant, Washington Wildlife and Recreation Program Grant and REET II funds. Commissioners approved proceeding with both projects.
  - Asked if the Commissioners would be okay with moving forward on the planning and design work to renovate fields #1 and #2 at Sandhill Park. Direction was provided to proceed.
  - Gave an update on the process to potentially privatize the custodial services.
  - Asked if there were any questions about the Parks Plan since it was scheduled for a public hearing on Tuesday. A question was raised about the population projections. Staff has investigated and will be making an amendment to the plan. The high range of projection was used when the medium range should have been used.
  - Asked if the Commissioners would authorize a letter to be sent to the Washington State Legislature asking for additional funds to be added to the Recreation Resource Account. The Commissioners asked for a letter to be drafted.

10:00 A.M. BREAK

- 10:15 A.M. Public Works - Brian Matthews & Melissa McFadden  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- Request authorization to enter into a Reimbursable Agreement with Assessor's Office for Assessor related GIS work.
  - Request the Chair to execute the annual 2013 State of Washington Road Levy Certification to County Road Administration Board (CRAB).
  - Request the Board adopt a resolution setting the hearing date for Tuesday, March 26, 2013 at 1:00pm to consider public comment on the petition for Road Vacation # 383, vacating a portion of Sundown Drive.
  - Hearing to change the name of a portion of the old "Grapeview Loop Road" to "Cormorant Place" (County Road No. 29990). This road accesses onto the new "Grapeview Loop Road" at M.P. 2.342.
  - Snow and ice removal process was discussed. Staff will be bringing forward a policy.
  - PRTPO Executive Board meeting was discussed.
  - Dave Loser is retiring the end of February. The ER&R Manager position was discussed.
  - KMAS interview is scheduled on February 14 regarding the Belfair Bypass.
  - There was no Utilities & Waste Management business.

10:45 A.M. Commissioner Discussion – as needed  
Commissioners Neatherlin and Jeffreys reviewed items that were briefed this morning.

BREAK – NOON

- 1:30 P.M. Sheriff's Office – Sheriff Salisbury  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- Undersheriff Barrett requested permission for an additional deputy position. Currently Timberlakes and Lake Cushman communities have a contract with the Sheriff's office to reimburse for patrol in their communities. Commissioners gave permission to proceed.
  - Dean Byrd has retired. The Sheriff's office will be hosting a farewell party.

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- 2:00 P.M.        Executive Session – RCW 42.30.110 (1)(i) - Litigation  
Commissioners Neatherlin, Jeffreys met with Tim Whitehead, DPA, Undersheriff Barrett, Chief  
Jan Alvord, Dawn Twiddy and Shannon Goudy, Risk Management, in Executive Session from  
2:15 pm. To 2:30 p.m. on litigation.
- 2:30 P.M.        Commissioner Discussion  
Commissioner Neatherlin and Jeffreys reviewed briefing items including the request to renovate  
the MCRA batting cages. Cmmr. Neatherlin would like to eventually see batting cages at  
Sandhill Park and a picnic park in the north end. The Commissioners discussed the contract for  
historical data.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

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Randy Neatherlin  
Chair

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Tim Sheldon  
Commissioner

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Terri Jeffreys  
Commissioner