

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of March 11, 2013

According to staff notes, the following items were discussed.

Monday, March 11, 2013

- 8:30 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Neatherlin and Jeffreys met with Bill Kenny and Bonnie Cap from 8:35 a.m. to 9:04 a.m. for a Closed Session. Cmmr. Sheldon was absent.
- 9:00 A.M. Executive Session – RCW 42.30.110 (1) (g) - Personnel
Commissioners Neatherlin and Jeffreys met with Bill Kenny, Bonnie Cap and John Keates from 9:05 a.m. to 9:16 a.m. for an Executive Session for a personal matter. Cmmr. Sheldon was absent.
- 9:15 A.M. Auditor's Office – Theresia Ehrich
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- February financial statements were reviewed including a 5-year comparison. The revenues and expenditures are where expected.
 - Accrual leave fund is at \$46,000. \$179,000 was paid out in 2012.
 - .09 Fund was discussed. \$2,184,000 was awarded to the Belfair WW system from 2008-2013. The distribution of sales tax is at the end of the month from the state and it averages about \$30,000 a month.
- 9:30 A.M. Central Operations - Diane Zoren
Risk Management - Dawn Twiddy
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- Status of Fire Protection District petition
 - Annual selection of official newspaper
 - Cmmr. Jeffreys will speak at the Chamber of Commerce Community Address.
 - Dawn Twiddy provided a copy of the annual pollution insurance policy for fuel storage tanks. She will bring this back at next week's briefing.
- 9:45 A.M. Sheriff's Office – Sheriff Salisbury/Frank Pinter
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- Frank Pinter gave the status of the labor negotiations. They are working through the details but about \$1 million apart. Sheriff Salisbury pointed out that he is not the negotiator. The contract is between the deputies and the Commissioners. He praised Bill Kenny's knowledge on the labor process.
 - Sheriff's office is working on finalizing the false alarm policy.
 - Reviewed pistol license stats.
 - Sheriff will present information on the public/private partnership program.
 - Commissioners brought up collective gardens. Cmmr. Jeffreys asked for the Sheriff's thoughts on the City of Tacoma model of placing collective gardens as a public nuisance.
- 10:00 A.M. BREAK

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- 10:15 A.M. Public Works - Brian Matthews & Melissa McFadden
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
- Two computers crashed at the Belfair Sewer Committee and they are in the recovery process.
 - Water Conservancy Board – There have been no applications submitted to the Water Conservancy Board, two members have resigned, there is no funding for the Board and after discussion, the Board agreed that the Board should be dissolved. A resolution will be drafted for the Board to adopt at a regular meeting.
- 10:30 A.M. Utilities & Waste Management /Community Development/Public Health
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
- Discussion of the establishment of a Belfair Sewer Advisory Committee. Membership criteria was determined, there will be no more than 11 members and the term of the committee shall be for one year. A resolution will be placed on the March 19 agenda.
- 11:00 A.M. Clerk – Ginger Brooks
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
Clerk Ginger Brooks briefed the Commissioners on a clerical position that is budgeted in her department, has been vacant and she intends to fill the position.
- 11:15 A.M. Public Health & Human Services – Vicki Kirkpatrick
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
- Consolidated Contract Amendment - Staff presented and discussed amendments to the Consolidated Contract with the State Department of Health.
 - Maternity Support Services Contract Amendment with Eunice Santiago
Staff presented and discussed the annual amendment to the contract the health and human services department has with Eunice Santiago who provides maternity support services to women in our Hispanic population. Funding comes from Medicaid.
 - Interpreter Contracts
Staff presented amendments to contracts with Eunice Santiago and Rosa Borja for 2013 interpreter services.
 - National Public Health Week
Staff discussed Nation Public Health Week which is the first week of April. Staff will prepare a proclamation for the Board of Health to sign and to be read at the April 2, 2013 Board of County Commissioners' meeting. Staff will also provide information to the media and post information to the website, on Facebook and Twitter.
 - Office closure to public on April 1, 2013
Since all clerical and environmental health staff will be gone on April 1st in compliance with the recent implementation of the settlement of several union contracts, the Director requested permission to close the office to the public on Monday, April 1st. Management and the Community Health Division will work that day, but there will not be anyone to answer the general telephone line or receive the walk in public. It is too costly to have someone work on a holiday and that additional cost is not budgeted. Permission was granted.
 - Tuberculosis Cases
Staff informed the Commissioners of increased TB activity in the past couple of weeks.
- 11:45 A.M. Commissioner Discussion – there was no discussion.

BREAK – NOON

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- 1:30 P.M. Skokomish General Investigation Study
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. Rich Geiger and John Bolender from the Mason Conservation District were in attendance along with Brian Matthews and Loretta Swanson from Public Works. Mr. Geiger explained the history of the Skokomish General Investigation Study. In July 2006 the County joined with the Skokomish Tribe and Army Corps of Engineers to cost share the Skokomish General Investigation Study. The Study includes an assessment of the river to identify restoration projects. Mr. Geiger explained what projects have been completed and what there is to do. \$20,000 has been spent from the Skokomish Flood Control Fund.
- 2:00 P.M. State Auditor - 2011 Financial & Accountability Exit Conference
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
The Commissioners met with Brian Taylor, Tom Taylor and April Taylor from the State Auditor's Office for the 2011 Financial and Accountability Exit Conference. The audit evaluated accountability and compliance with state laws and regulations in the following areas: Belfair sewer connection charges, landfill revenues, forfeited bail bonds, lodging tax expenditures and garbage hauling contract.
- 3:00 P.M. Mason County & City of Shelton Community Development – Barbara Adkins/Steve Goins
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. Also in attendance were Steve Goins, City of Shelton; Barbara Adkins, Community Development and Matt Matayoshi, Economic Development Council. There was discussion of a memorandum of understanding to determine a process for expansion of the Shelton Urban Growth Area.
- 4:00 P.M. Commissioner Discussion – as needed
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- Collective gardens
 - Permit fee reductions for hardship cases
 - Permits for commercial development
 - Asphalt plant in Belfair
 - LEAN management training
 - District Court judge pro-tem
 - Video arraignment
 - 2013 budget review

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Randy Neatherlin
Chair

Tim Sheldon
Commissioner

Terri Jeffreys
Commissioner

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