

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of March 25, 2013

According to staff notes, the following items were discussed.

Monday, March 25, 2013

8:30 A.M. Executive Session – RCW 42.30.110 (1)(i) Potential Litigation  
Commissioners Sheldon and Jeffreys met in Executive Session with Brian Matthews and Dan Lossing, attorney from Inslee Best, from 8:30 a.m. to 9:20 a.m. Cmmr. Neatherlin joined the Executive Session at 8:45 a.m.

~~9:00 A.M.~~ 9:20 A.M. Central Operations - Diane Zoren  
Risk Management - Dawn Twiddy  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.  
The following items were reviewed:

- The Risk Pool training is March 27 – 29.
- LTAC award recommendation for the Mason Area Fair is \$15,000. Board asked this be placed on the agenda.
- Advisory Board application updated to include participation in training.
- Columbia-Pacific RC&ED request for \$1,000. There is nothing budgeted and Mason County has not been part of this group for a number of years. The Board agreed to not pay for 2013.
- Timberland Library's request for concurrence of Lewis County's appointment of their representatives. The Board asked this be placed on the agenda.
- The Board is not available for a boat tour of Oakland Bay with WSU staff on April 24.
- Brief discussion of the KMAS program.

9:30 A.M. Sheriff's Office – Sheriff Salisbury/Frank Pinter  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.  
The following items were reviewed:

- Sheriff Salisbury will present a variety of awards at the April 9 Commission meeting.
- Discussion of deputies in schools. The Sheriff is meeting with the school districts and staff is familiarizing themselves with the schools.
- Sheriff Salisbury presented a letter to the Commissioners regarding command staff salaries.

10:00 A.M. BREAK  
Cmmr. Sheldon left to attend the legislature.

10:15 A.M. Public Works - Brian Matthews & Melissa McFadden  
Utilities & Waste Management - Brian Matthews & Tom Moore  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:

- Request authorization for the County Engineer to sign Supplemental Agreement Number 1 for additional permitting services with BergerABAM, design consultant for county road project 1963 (Lower Elfendahl Pass Road Bridge). Additional costs not to exceed \$15,000
- Interlocal Contract for Cooperative Purchasing between Mason County and H-GAC.
- 2013 Manufacturing and Stockpiling of Chip Seal Aggregate award.
- Accounting Interns
- Emergency Culvert Repair at MP 11.7 on the Belfair Tahuya Road
- Elfendahl Fish Passage Settlement Agreement

10:45 A.M. Department of Community Development – Barbara Adkins  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:

- Planning Advisory Commission – Commissioners review of applications for appointment to the Planning Commission. Current vacancies are within Districts #1 and #3, and staff received one application for each. Commissioners approved placement on the April 2, 2013 Action Agenda the

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appointment of Robert Drexler (District #1) and Vicki Wilson (District #3) to the Planning Commission. Commissioners had no specific comments or concerns.

- Fee Exemptions – Commissioners provided with an Issue Paper addressing the County's ability to reduce or remove building and planning fees under specific circumstances. Discussion of this issue included: (a) permits issued as a result of an emergency, (b) current level of applications for target demographic groups (low income, infirm, elderly), and (c) potential budget impact and alternative revenue source. Commissioners will table this issue for six months and look at additional information.
- Office Closure – April 1 is a holiday awarded under the PERC settlement for some Teamster members. All non-exempt staff of DCD is eligible for this holiday, excluding Department Director. Staff (Director) requesting to close office to the public and to post a public notice. Director will be working in the office on that day. Commissioners approved request to close but ask that incoming calls be sufficiently addressed. Notification language of the closure as approved by the Director of Human Resources will be posted on the front door of Building III and incoming calls will be directed to a voice mail with an extension to call for emergencies

11:30 A.M. Closed Session – RCW 42.30.140 (4) – Labor Discussion  
Commissioners Neatherlin and Jeffreys met with Bill Kenny, Judge Sheldon and Harris Haertel from 11:35 a.m. to 11:50 a.m. in Closed Session for a labor discussion.

11:45 A.M. Commissioner Discussion – none.

BREAK – NOON

1:30 P.M. Public Works – Brian Matthews  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.

- The Transportation Improvement Program – Citizens Advisory Program was discussed. The Board will not be making appointments at this time. Staff will work with the Commissioners to clearly define the advisory board's mission.

2:00 P.M. Department of Community Development/Public Works – Barbara Adkins/Brian Matthews  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.

- The briefing to discuss the Belfair Future Roads Map will be rescheduled.

3:00 P.M. Commissioner Discussion – as needed  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.  
The following items were discussed:

- Commissioners asked Theresia Ehrich to gather information pertaining to the 2013 budget
- Commission advisory boards
- TIP-CAP
- 2013 budget
- Calendar items. Public Works is requesting another executive session to continue this morning's discussion and Cmmr. Jeffreys would like to see public hearings posted to her calendar.

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