

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of April 15, 2013

According to staff notes, the following items were discussed.

Monday, April 15, 2013

8:30 A.M. Executive Session – RCW 42.30.1190 (1) (i) Litigation  
Commissioners Neatherlin, Jeffreys and Sheldon met with Brian Matthews, Tom Moore and Tim Whitehead in Executive Session from 8:30 a.m. to 9:15 a.m. on a litigation matter.

Cmmr. Sheldon left to attend the legislature.

9:15 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:

- Agenda items for April 30 Belfair meeting – Belfair Sewer and review of 2013 budget.
- Diane asked the Commissioners if they want to be in the Forest Festival parade on Saturday June 1<sup>st</sup>, 11 a.m. The Commissioners will let Diane know.
- North Mason Chamber submitted their first quarter VIC report. They have asked if there is any other information the Board would like. The Board had no further requests.
- Civil Service – Dawn has not been able to get a hold of Danielle Skeeters to get a narrative regarding the executive session the Civil Service held on February 15<sup>th</sup> but she did talk to Susan Guerrero and Susan's report was provided.
- Dawn sent a request to Tim Whitehead asking about forgiveness of county liens on surplus property. He said he would research and get back with a response.
- Dawn contacted Commissioner Anita Ahumada @ the Hispanic Affairs office. She is getting more details on the Hispanic person who had some problems dealing with the County and will call me and set up a time to meet and review the situation.
- Dawn is working with Melissa McFadden and Tim Whitehead to resolve Mr. Raymond's issue with the roadside mowing that happened at his property on Spencer Lake Road.

9:30 A.M. Public Defense Administrator – Susan Sergiojan  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:

- Susan presented a request for a third contract attorney position for Superior Court Indigent Defense. Her analysis concludes that the county would save at least \$1,250 per month on indigent defense compared to using off-contract private attorneys. She would still need to hire off-contract attorneys, but for fewer cases. Court caseload was also discussed. The Commissioners requested additional comparative information from other counties before approving the request. Susan will provide additional information and schedule another briefing.

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:

- National Volunteer Week April 21-27, 2013. Request for a proclamation and Public Works will host a reception to thank their volunteers.
- Request authorization to enter into an Intergovernmental request and agreement for reimbursable work by Mason County Public Works, providing maintenance services and fabrication of signs and materials upon request to Mason Transit.
- Skokomish Tribe Intergovernmental Agreement – Maintenance Services, Sign Fabrication and materials upon request

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- 10:30 A.M. Utilities & Waste Management - Brian Matthews & Tom Moore  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- Amendment No. 4 to loan Agreement L1000026 /L10S0026 and Amendment 2 to Loan Agreement L11000013/L11S0013 for Belfair Treatment Plant for finalizing the loan with Department of Ecology.
  - Final contract amount with Sound Excavation, Inc. for construction of the Belfair Sewer Get Connected Phase 1 Gravity Sewer Project for the final cost of \$571,361.85, including applicable sales taxes, and adopt a resolution accepting construction of the Belfair Sewer Get Connected Phase 1 Gravity Sewer Project as complete.
  - Further dissolution of the Water Conservancy Board.
- 10:45 A.M. Facilities, Parks & Trails – John Keates  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- Provided the Commissioners with a final copy of the RFP for Real Estate Services and asked if they had any questions. The Commissioners were fine with the RFP.
  - Showed the Commissioners preliminary work on developing a building renovation and repair funding program based on using the sq. ft. space of each County department. Thurston County uses a similar program very effectively. Keates will work more on the program and bring it back for further discussion.
  - Presented the Commission with one bid for a timber cruise of seven County parcels. After some discussion, the Commissioners asked Keates to prepare a non-binding bid for the logging of seven county parcels expressed interest in obtaining at least two more timber cruise bids.
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- 11:00 A.M. Executive Session – RCW 42.30.110 (1) (b) Real Estate  
Commissioners Neatherlin and Jeffreys met with John Keates in an Executive Session from 11:00 a.m. to 11:15 a.m. on a real estate matter.
- 11:15 A.M. Commissioner Discussion  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- Budget/ER&R Rates.
  - Theresia Ehrich asked how the Board wants to charge PERC payroll tax payments back to appropriate funds.
- BREAK – NOON
- 1:30 P.M. Public Works – Brian Matthews  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
- Public Works staff presented information on County Road Overweight/Oversize Load Permits. The Commissioners heard comments from permit users and staff will use this information to improve the permitting process.
- 2:30 P.M. RCW 42.30.140 (4) Closed Session  
Commissioners Neatherlin and Jeffreys met with Bill Kenny in Closed Session from 2:56 p.m. to 4:10 p.m. for a labor discussion.
- 3:00 P.M. Commissioner Discussion  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent. The following items were reviewed:
- HCCC Integrated Watershed Plan.
  - Garage sale regulations. There was a letter of concern from a constituent.

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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