

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Week of June 3, 2013

According to staff notes, the following items were discussed.

Monday, June 3, 2013

- 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:
- Joint meeting with Squaxin Island Tribe – Friday, June 7, noon @ Colonial House.
 - 2014 Budget Instructions. Diane provided copies of 2013 budget instructions and the budget calendar dates.
 - Board of Equalization Appointment – one application from Darryl Cleveland. After discussion, a news release will be recirculated.
 - Garage sales regulations – Cmmr. Jeffreys has received a citizen complaint about frequent garage sales. After discussion, it was agreed to hold a public hearing and take public comment to see if further regulations are necessary.
 - There was discussion on the County's representation on SKIA Hood Canal group.
 - Dawn Twiddy provided an update on the .09 Fund.
 - Cmmr. Jeffreys asked if the other Commissioners were in favor of holding a meeting with Elected Officials and Department Heads for a presentation from Clark County on budget strategies. Cmmr. Jeffreys will contact Clark County.
- 9:15 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion – Bill Kenny
Commissioners Neatherlin, Sheldon and Jeffreys met in Closed Session with Bill Kenny for a labor discussion.
- 9:45 A.M. Sheriff's Office – Sheriff Salisbury/Frank Pinter
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.
The following items were reviewed:
- Frank Pinter presented financial information on jail projects – the control panel, Direct Supervision Unit (DSU) remodel and modifications to the jail HVAC, hot water system and a new roof. A follow up briefing will be scheduled next Monday.
- 10:00 A.M. BREAK
- 10:15 A.M. Public Works - Brian Matthews & Melissa McFadden
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.
The following items were reviewed:
- Memorandum of Understanding between Squaxin Island Tribe and Mason County for an additional roadway to be added to the list of roads identified as part of the Indian Reservation Road (IRR) inventory for potential future funding opportunities for road improvement projects.
 - Authorization to re-advertise for additional bids to furnish hot mix asphalt, cold mix and/or CSSI Tack Coat for 2013 and authorizing the Chair to sign all pertinent documents and the Public Works County Engineer to advertise, set bid dates/times, and award. Award(s) will be announced during a regular meeting of the Board.
 - Request the Board accept the recommendation of the Hearing Examiner to grant Road Vacation No. 384, vacating an old portion of Island View Road leftover from realignment.
 - Set hearing for Road Vacation No. 386 on Tuesday, July 9, 2013; 1:00 p.m. with the Hearing Examiner to consider any additional public comment on the petition for vacation of a portion of Fifth Street, Hood Canal Land and Improvement Company's plan of Union in Mason County, Washington.
 - Road Use Permit for Television Shoot.
 - County Evacuation Plan.
 - Rustlewood Wastewater Discharge Permit application renewal.
- 10:30 A.M. Utilities & Waste Management - Brian Matthews & Tom Moore

Board of Mason County Commissioners' Briefing Meeting Minutes
Week of June 3, 2013

Commissioners Neatherlin, Sheldon and Jeffreys were in attendance along with Public Works Staff, Lisa Frazier, Treasurer and Alan Dashen from A. Dashen & Associates to discuss various financial options for the Belfair Sewer.

11:30 A.M. Department of Community Development – Barbara Adkins
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon left to attend the legislation.

The following items were reviewed:

- HCCC In Lieu Fee Program – Received a revised grant proposal from HCCC attempting to address some of the Commissioners' concerns. Of the original nine tasks in the proposal, HCCC deleted Tasks 6 through 9 and applied some of the hours and funds to the remaining five. After Commissioner review and discussion, staff was asked to work with the HCCC to increase hours for Task 5 (staff training). Further discussions regarding who would carry out the grant work would follow in a later briefing.
- Collective Gardens – Prehearing discussion regarding proposed changes to be considered on June 4th. Confirmed with Commissioners the potential impacts to applicable citizens and business should the amendments be approved. Commissioners had no specific questions or concerns.
- Joint Land Use Study – Staff received notification of a pending grant sponsored by the U.S. Department of Navy to engage specific jurisdictions in a Joint Land Use Study. Grant scope provided by Kitsap County and forwarded to the Board for review. Commissioners were unaware of the project and would require additional information before taking a position.
- Building Code Updates – Amendments to the building codes occurs every three years. Commissioners were provided a copy of the changes, along with copies of outreach materials. Commissioner questions included whether or not the amendments were minimal required by state, or if anything above and beyond was added; and what specific items were being changed. Staff confirmed that changes were minimal, and made reference to what some of the more substantial changes were.
- SMP Contract Amendments – Staff requesting to place on June 11, 2013 Action Agenda two contract amendments associated with the Shoreline Management Program update. One amendment is to the Ecology Grant to Mason County and addresses the redistribution of tasks and funds due to staffing changes and an extended adoption deadline. The other amendment is the contract the County has with ESA who is the consultant hired to do the lion's share of the update. Their tasks and funding was also updated throughout the course of the project; however staff did not obtain Commissioner approval along the way. This oversight is being remedied at this point.

11:45 A.M. Facilities, Parks & Trails – John Keates
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon left to attend the legislation.

The following items were reviewed:

- Introduced two members representing Murphy Logging. A discussion commenced regarding the County possibly timber sale. Murphy Logging representatives answered a number of questions. Commission asked Keates to develop a sample project contract and also to look into retaining the services of a professional forester to assist the county with the work.
- Discussed the Real Estate RFP. Commissioner Neatherlin wanted to review the proposal further prior to making any decisions.
- The Commission approved a small trail building project at Sunset Bluff Park.
- Provided an overview of a possible partnership between the North Mason School District and the County. The County and school district would partner to renovate a soccer field at NM Schools and the County's involvement would be applying for a WWRP Local Parks Grant.

BREAK – NOON

1:30 P.M. 2013 Budget Review – Public Health – Vicki Kirkpatrick
Commissioners Neatherlin and Jeffreys met with Vicki Kirkpatrick to review Public Health's 2013 budget. Cmmr. Sheldon was absent.

Board of Mason County Commissioners' Briefing Meeting Minutes
Week of June 3, 2013

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

- Hood Canal Coordinating Council's In Lieu Fee program.

Commissioners Neatherlin and Jeffreys then met in Closed Session with Bill Kenny from 3:45 p.m. to 4:45 p.m. for a labor discussion.

Tuesday, June 4, 2013

1:00 P.M. 2013 Budget Review – Prosecutor's Office – Mike Dorcy
Commissioners Neatherlin and Jeffreys met with Mike Dorcy to review the Prosecuting Attorney's 2013 budget. Cmmr. Sheldon was absent.

2:30 P.M. 2013 Budget Review – Utilities & Waste Mng – Brian Matthews/Tom Moore
Commissioners Neatherlin and Jeffreys met with Brian Matthews and Tom Moore to review the Utilities & Waste Management 2013 budget. Cmmr. Sheldon was absent.

Wednesday, June 5, 2013

~~9:00 A.M.~~ 10:00 A.M. 2013 Budget Review – Public Works - Brian Matthews
Commissioners Neatherlin and Jeffreys met with Brian Matthews to review the Public Works 2013 budget. Cmmr. Sheldon was absent.

1:00 P.M. 2013 Budget Review – Auditor – Karen Herr
Commissioners Neatherlin and Jeffreys met with Karen Herr to review the Auditor's 2013 budget. Cmmr. Sheldon was absent.

The Commissioners then briefed with Karen Herr and Bill Kenny regarding the MUNIS financial system and the need to delay the implementation.

~~2:30 P.M. 2013 Budget Review – Assessor – Melody Peterson canceled~~

Friday, June 7, 2013

Colonial House

Noon Joint meeting with Squaxin Island Tribal Council
Commissioners Neatherlin, Sheldon and Jeffreys met with members of the Squaxin Island Tribal Council at the Colonial House from approximately noon to 1:45 p.m.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Randy Neatherlin
Chair

Tim Sheldon
Commissioner

Terri Jeffreys
Commissioner