

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of September 23, 2013

According to staff notes, the following items were discussed.

Monday, September 23, 2013

- 9:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Neatherlin, Sheldon and Jeffreys met in Closed Session with Bill Kenny for a labor discussion from 9:00 a.m. to 9:30 a.m.
- 9:30 A.M. Central Operations - Diane Zoren
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.
The following items were reviewed:
- Cmmr. Neatherlin will not be in the office next week.
 - Skokomish Flood Control District business need to be approved in a Skokomish Flood District Board of Directors meeting that will be scheduled on October 1.
 - Letter of support for the Homeless Shelter will be placed on the agenda.
 - Dawn Twiddy talked about defibrulators that are available to the county. These will be placed at various locations, including Memorial Hall.
- 10:00 A.M. Public Works - Brian Matthews, Melissa McFadden, Tom Moore and Cindi Ticknor
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.
The following items were reviewed:
- Contract enlisting the services of KBA Construction Management to assist Public Works with the Belfair Wastewater Project dispute resolution process and contract closeout, not to exceed \$60,000.
 - Agreement with Gray & Osborne to design of the sewer collection system for the Romance Hill area in Belfair.
 - Proposal for a System Integrator for a command and control upgrade for the upgrade the North Bay Case Inlet Communication and Control system.
 - Correction of Salary Range on the Non-Union Salary Range Alignment Table for the Operations & Maintenance /ER&R Administrator from a Range 31 (Approved on September 24, 2013) to a Range 25.
 - 2014 ER&R Rates were discussed. Providing three options for the BOCC to review and give necessary direction with setting the final 2014 ER&R rates.
- 10:40 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Neatherlin, Sheldon and Jeffreys met in closed session with Bill Kenny and Brian Matthews. Closed Session ended at 11:15 A.M.
- 11:00 A.M. Department of Community Development – Barbara Adkins
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.
The following items were reviewed:
- Discussed recreational marijuana and that the staff requested to place on public hearing notice for amendments to Title 17 on October 1, 2013 regular Board meeting agenda. Commissioners expressed concern in that they had not had an opportunity to review the proposed changes. Copies of the drafts were provided to the Board and the public hearing notice will be moved to the October 8 Action Agenda, and the public hearing will be set for October 22, 2013.
 - Shelton UGA Expansion was discussed and staff requested to place the approval of an MOU regarding the proposed expansion of the Shelton UGA on the October 1, 2013 regular Board meeting agenda. Commissioner Neatherlin will be out on October 1 so the MOU will be placed on the October 8 Action Agenda. Commissioner Sheldon expressed concerns over the appropriateness of the Board entering into such an agreement that provides financial assistance for a land use application that will ultimately be voted on by them. Staff was requested to seek guidance from Prosecutor's office.
 - Planning Advisory Commission was discussed and an email was sent to the Board from Ken Van Buskirk inviting the Commissioners to attend a Planning Commission meeting. The intent was to bring the

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Commissioners up to date on the Shoreline Management Program update's progress and discuss any complications therein. Commissioners have tentatively agreed to attend their November 18, 2013 meeting.

~~11:15 A.M. — WSU Extension — Dan Teuteberg Rescheduled to October 7, 2013- 4-H Program~~

11:30 A.M. Finance Committee- Karen Herr, Auditor and Lisa Frazier, Treasurer
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.

Also in attendance was Alan Dashen.

The following items were reviewed:

- Lisa Frazier turned the discussion over to Mr. Dashen to continue discussions from last month on financing options for the Belfair Wastewater Treatment Plant and the County Jail projects.
- Mr. Dashen reiterated his opinion that long-term bonds were no longer a viable option, due to increased interest rates. Discussion ensued on the various options for financing. Mr. Dashen provided data comparison on bond sales vs. Neatherlin's REET, ULID, and line of credit proposal. Neatherlin prefers to borrow money as the county needs it as opposed to borrowing the entire amount up front.
- Jeffreys asked for a more detailed breakdown of the data provided, what does it all include. She also prefers to see Neatherlin's proposal in writing. Frazier stated that John Cunningham had provided most of the historical data but that he was unavailable to attend the meeting.
- Mr. Dashen suggested the county again ask to borrow money from the state Department of Ecology. Sheldon suggested this happen during the next legislative session. Dashen suggested perhaps in a couple of years. Sheldon also asked Dashen whether the federal financial situation could have a negative impact on interest rates in the future. Dashen believes it would be minimal.
- Frazier stated that the priority of this finance meeting was deciding how to pay our December 1st debt commitment on the Wastewater Plant and how to proceed with purchasing a bond for the jail project. She and Mr. Dashen both suggested tabling further discussions on financing options until a high level finance study could be conducted on this issue. It was suggested that Mr. Cunningham may be too busy and too expensive to employ for this study and perhaps Mr. Dashen should conduct this study. Sheldon suggested two independent studies be conducted. Jeffreys asked for a written scope of work on what this study will include, Frazier will provide.
- Frazier outlined funds needed for the \$1,030,589 outstanding commitment due Dec. 1, 2013. By using \$649,000 in REET 2 Funds and an additional \$215,000 in .09 Funds, the shortfall is approximately \$166,589. All were in agreement in securing a 3-year short term inter-fund loan from Public Works in the amount of the shortfall. Using REET 2 funding will require the Commissioners to modify their approved capital improvement plan.
- Discussion ensued on how to proceed with securing the bond for the Sheriff's Office Jail project. Dashen explained that the Treasurer could either go out for competitive bid or negotiate a contract with a specific company. Herr and Frazier preferred negotiating a loan contract.
- Meeting adjourned at 12:20 p.m.

BREAK-NOON

2:00 P.M. Commissioner Discussion —There was no discussion.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS



Randy Neatherlin
Chair



Tim Sheldon
Commissioner



Terri Jeffreys
Commissioner