

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of November 4, 2013

According to staff notes, the following items were discussed.

Monday, November 4, 2013

- 8:35-9:05AM. Executive Session – RCW 42.30.110 (1) (i) Potential Litigation  
Commissioners Neatherlin, Sheldon, and Jeffreys met with Tim Whitehead and Dawn Twiddy from 8:35 a.m. to 9:05 a.m. in Executive Session. No action was taken.
- 9:05-9:53AM Closed Session – RCW 42.30.140 (4) Labor Discussion  
Commissioners Neatherlin, Sheldon and Jeffreys met with Bill Kenny in Closed Session from 9:05 a.m. to 9:53 a.m.
- 9:55 A.M. -10:05AM Central Operations - Diane Zoren  
Risk Management - Dawn Twiddy  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following topics were discussed:
- LTAC recommendations will be on the November 26<sup>th</sup> agenda.
  - Approval for the Holiday closure for County offices to shut down at 3pm Christmas Eve and New Year's Eve.
  - Cancel December 24 Board of Health meeting.
  - December 24 Commission meeting will be rescheduled to 9 a.m.
- 10:05 A.M. Sheriff's Office – Sheriff Salisbury/Frank Pinter  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following topics were discussed:
- Elimination of command staff on Non-Union pay range and implement separate pay schedule. Cmmr. Neatherlin would like information on pay comparables with other counties.
  - Contracts with Squaxin Island. Cmmr. Jeffreys has several questions and will meet with Sheriff staff separately.
- 10:25 A.M. BREAK
- 10:30 A.M. Department of Community Development – Barbara Adkins and Michael MacSems  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following topics were discussed:
- Staff seeking approval to place two Historic Preservation Commission appointments on November 12 Action Agenda.
  - Brief discussion regarding information provided to Commissioners for November 5 public hearing on recreational marijuana.
- 10:30 A.M. Public Works - Brian Matthews & Melissa McFadden  
Utilities & Waste Management - Brian Matthews & Tom Moore  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following topics were discussed:
- On-Call Architectural/Engineering Agreements for 2013-2014, each not to exceed \$50,000.
  - Request the Board execute the Quickclaim Deed submitted by Washington State Department of Transportation for County of release of interest in Easement, SR 3 vicinity at milepost 24.63 to vicinity of Ridge Point Boulevard.

Board of Mason County Commissioners' Briefing Meeting Minutes  
November 4, 2013

- 11:00 A.M. Auditor's Office – Theresia Ehrich  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance.  
The following topics were discussed:
- Cmmr. Sheldon asked about repayment of taxes and benefits from other funds to Current Expense.
  - Distributed audited 2012 Schedule 10 from Annual Report and discussed county debt.
  - Distributed Net Position (balance sheet) for county and discussed \$3.7 million leave liability
  - Discussed 11-12-13 budget order and Health Department reduction (two funds were combined when received by department).
  - Discussed Current Expense Fund balance - how we arrived at our current position through the last five years; and that Theresia estimates \$6.3 million after 13th month.

- 11:30 A.M. Facilities, Parks & Trails – John Keates  
Commissioners Neatherlin, Sheldon and Jeffreys were in attendance. Cmmr. Sheldon left at 11:55 a.m.  
The following topics were discussed:
- Review of three RFP's received from Seattle Shellfish, Washington Shellfish and Taylor Shellfish to lease 19 acres of tideland adjacent to Harstine Island. The three RFP's were reviewed and Keates informed the Commission that the financial return proposed from each was different. The Commission asked Keates to schedule a hearing to consider the three RFP's in more detail at a future date.
  - Proposed RCO contract for the MCRA infield project, which would improve the MCRA infields on fields #6 and #7. Discussion ensued on whether the County's funds would be best suited for MCRA or Sandhill. No decisions were made.
  - PUD Easement- John presented a request form PUD #3 for an easement to connect power to a pole behind the prosecutor's office to a garage on an adjoining neighbor's property. The Commission approved bringing the easement forward to a meeting for approval.

Executive Session – RCW 42.30.110 (1)(b) – Real Estate  
Commissioners Neatherlin and Jeffreys met with John Keates and Richard Beckman from 11:50 a.m. to 12:30 p.m. in Executive Session.

- 11:45 A.M. Commissioner Discussion – There was no discussion.

BREAK – NOON

- 2:00 P.M. Public Works – Brian Matthews/Melissa McFadden  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:
- Annual Construction Program
  - 6-year Transportation Program

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners


BOARD OF MASON COUNTY COMMISSIONERS



Randy Neatherlin  
Chair



Tim Sheldon  
Commissioner



Terri Jeffreys  
Commissioner