

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of January 27, 2014

According to staff notes, the following items were discussed.

Monday, January 27, 2014

- 9:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Jeffreys, Neatherlin and Sheldon met with Bill Kenny in Closed Session from 9:00 a.m. to 9:30 a.m.
- 9:30 A.M. WSU Extension Office – Bob Simmons, Rob McDaniels, Jim Kropf, Lucas Patzek & Bill Kenny
- Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
The briefing was initiated to discuss the process for hiring a new director of the WSU Mason County Extension office, to replace Bob Simmons. Bob indicated that his last day in the office will be February 21, 2014, and will start in Jefferson County on March 1, 2014 as a regional water quality specialist for Clallam, Jefferson and Kitsap Counties and WSU Extension's state water quality program leader. Lucas Patzek, Director of the WSU Thurston County office, will be the interim director until the new director starts. Lucas provided a brief description of his background and current work in Thurston County.

Rob McDaniels provided a copy of the draft position description, indicating that the position would be under his purview as Community Development program leader for WSU Extension. The position would be an economic development focus with an emphasis on natural resources and shellfish. Commissioner Jeffries commended Bob for the onsite sewage system education program the he provides and was wondering about the future of that program. Bob said that he is committed to maintain it through 2014 and that there is a strong possibility that new WSU staff will be trained to provide the program.

Rob noted that it will be nationwide search and that WSU has brought in some great new directors in other counties. Rob requested that a Commissioner or point person from the county participate in the search committee. Terri Jeffries indicated that Dawn Twiddy would initially serve as the point person.

- 10:00 A.M. Support Services - Bill Kenny
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
The following items were reviewed:
- Staff meetings and Open Public Meetings Act. After discussion, the Commissioners agreed staff meeting should not be open to the public.
 - Squaxin Island Tribal Community Contribution Committee. Diane confirmed with the Tribe that a Commissioner does not participate with this committee.
 - Timberland Regional Library Annual Report will be presented on Tuesday, March 4.
 - Clerk of the Board position has been filled by Julie Almanzor and she will start February 10.
 - Veterans' Advisory Board interview applicants on Monday, February 3 @ 2 p.m.
 - Bill Kenny provided the following updates: Budget – Frank Pinter is transitioning from the Sheriff's office into the Budget Manager position; Human Resources – Heidi Bailey is transitioning from Parks & Facilities into the Human Resources Analyst position; Labor Relations – Deputy contract is scheduled for arbitration; Boards & Commissions – Civil Service, Dawn Twiddy will act as interim Chief Examiner; DEM – the manager position is not funded for the entire 2014 year; IT – the priority will be updating the firewall.

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- 10:30 A.M. BREAK
Commissioner Sheldon left to attend the legislature.
- 10:35 A.M. Public Works - Brian Matthews & Melissa McFadden
Utilities & Waste Management - Brian Matthews & Tom Moore
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- Resolution for the 2014 Overlay County Road Projects (1986-1991). County Engineer to advertise; set bid dates/times, and award contract. The contract will be announced during a regular meeting of the Board.
 - Intergovernmental Request and Agreement for reimbursable work by Mason Conservation District to provide environmental services as needed for 2014.
 - Request the Board accept the recommendation of the Hearing Examiner and grant Road Vacation No. 390; vacating a portion of Wheelwright Street and Alley, Plat of Town of Allyn, Washington.
 - Authorization for Public Works to advertise for bids for the paint striping, manufacturing & stockpiling of mineral aggregate and emulsified asphalt for 2014. The contract award will be announced during a regular meeting of the Board.
- 11:00 A.M. Facilities, Parks & Trails – John Keates
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- Updated the Board on the Timber Sale. One Road Use agreement is executed and in hand, the timber harvest could start in about 30 days.
 - Requested permission to purchase one drinking fountain for MCRA, which was granted
 - Explained that one of the caretakers at MCRA was leaving, necessitating need for a new contract.
 - A park host has been found for Oakland Bay Park.
 - An HVAC unit is down at the Sheriff's Office, replacement cost is over \$22,000.
 - Painting and patchwork to walls is done in Courtroom B. Carpeting is next to be followed by new Judges Bench.
 - County should know of status for courthouse grant this week.
 - Executive Session was held pursuant to RCW 42.30.110 (1) (b) – Real Estate, from about 11:20 a.m. to 11:30 a.m.
- 11:15 A.M. Department of Community Development – Barbara Adkins
Interlocal Agreement with City of Shelton for Historic Preservation Revenues
- This briefing was rescheduled to February 3.
- 11:30 A.M. Department of Community Development/Sheriff – Barbara Adkins
Sheriff Salisbury
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
The following items were reviewed:
- Code Enforcement Officer
Discussions involving proposed code enforcement activities within the Sheriff's office. Community Development Staff seeking Board consideration to create Code Enforcement Officer within the department. Board requested Department to work with Sheriff's office to pencil out a joint effort; and to produce a three year projection for the costs of the position.
- 11:45 A.M. Commissioner Discussion – There was no discussion.

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Tuesday, January 28, 2014

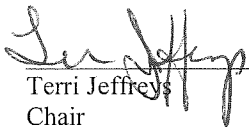
7:25 P.M. Executive Session – RCW 42.30.110 (1)(b) Real Estate


Following the Commission meeting, Commissioners Jeffreys, Neatherlin and Sheldon met in executive session for approximately 5 minutes to discuss a real estate matter.


Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner