

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of June 9, 2014

According to staff notes, the following items were discussed.

Monday, June 9, 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. for a labor discussion.
- 9:30 A.M. Support Services - Bill Kenny
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
The following items were reviewed:
- 10:00 A.M. Department of Community Development – Barbara Adkins
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
The following items were reviewed:
- Department of Commerce grant for the mandated update to the Comprehensive Plan that is due June 2016. The award is \$48,000 with no match required. The process was discussed.
 - Cmmr. Sheldon asked if the Building Department is closed during the lunch hour; they are not. Cmmr. Sheldon would like to brief with the Assessor, Auditor and Treasurer to discuss their office closure from 12:30 to 1:30 p.m. Diane will schedule the briefing.
- 10:10 A.M. BREAK
- 10:30 A.M. Public Works - Brian Matthews & Melissa McFadden
Utilities & Waste Management - Brian Matthews
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
The following items were reviewed:
- Execution of the Utility Construction Agreement (No. UTB-1185) between Mason County Public Works/Utilities and Waste Management and WSDOT. This item will be held for now.
 - Vendor roster notice will be published.
 - Public Works re-organization was discussed.
- 11:00 A.M. Housing Coalition Update and 2013 report – Vicki Kirkpatrick, Patti Sells & Kim Klint
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
The following items were reviewed:
- Executive summary of 2013 contract deliverables that were recommended by the Housing Coalition and approved by the Commissioners and funded by the homelessness funds. Kim Klint explained how the program has changed and how the services are delivered. Vicki Kirkpatrick provided how much funding the various programs receive. Discussion of how the programs are measured for success. The Commissioners requested more detail on the number of people receiving services.
- 11:45 A.M. Public Health & Human Services – Vicki Kirkpatrick/Debbie Riley
Septic Operations & Maintenance proposal is rescheduled to next Monday, June 16.
- 12:15 P.M. Executive Session - RCW 42.30.110 (1)(b)
Commissioners Neatherlin and Jeffreys met in Executive Session from 12:15 pm. to 12:17 p.m. for a real estate matter. Commissioner Sheldon was absent.
- BREAK – NOON
- 2:00 P.M. Utilities & Waste Management – Brian Matthews/Michelle Whittaker
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Rotation of staff at the transfer stations was discussed.

Board of Mason County Commissioners' Briefing Meeting Minutes
Week of June 9, 2014

- Road-side litter/dumping clean up programs was reviewed.
- Discussion of Wilson Recycling pursuing the requirements to accept solid waste.
- North Mason Fiber has also applied to Environmental Health for a solid waste handling permit.
- Solid Waste Management Plan update is currently being prepared by the Solid Waste Advisory Board.
- Michelle brought up the concept of a solid waste disposal district.
- Jess Mosley, Environmental Health, talked about the solid waste permit that was applied for in 2012 by Wilson Recycling. To accept municipal solid waste, there are additional requirements. Currently Wilson Recycling cannot accept garbage, only recycling materials.
- Jess Mosley then talked about a permit applied for from North Mason Fiber.
- Utilities staff will schedule additional briefing time for further discussion, including the concept of privatization of the transfer stations.

Commissioner Discussion – there was no discussion.

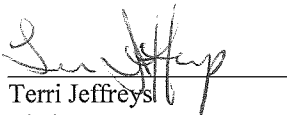
Tuesday, June 10, 2014

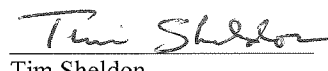
- 10:30 A.M. Veterans' Advisory Board – Steve Gadouas, Chair
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- The Veterans' Advisory Board (VAB) has recommended that \$20,000 from the Veterans' Assistance Fund be used for a new roof for the Memorial Hall and it was on a Commissioner Action Agenda last week but was removed for further review.
 - Steve Gadouas, Chair of VAB, stated this item was brought forward by Cmmr. Jeffreys at a VAB meeting and it was discussed at length by the Veterans and they determined it is a proper expenditure from that fund. They do not believe it will have an adverse effect on the direct services to indigent veterans.
 - Cmmr. Jeffreys stated the \$20,000 was budgeted in the 2014 budget and Dawn Twiddy had obtained an opinion from the state auditor that it is an appropriate expenditure from the fund.
 - Commissioners discussed the use of this fund for a capital expenditure and concern of setting a precedence. Also question if the capital facilities plan would need to be amended to reflect this project.
 - The fund balance as of May 31 is \$116,000 and the Commissioners questioned how to use this money for the indigent veterans.
- 11:00 A.M. Public Works – Melissa McFadden/Loretta Swanson
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- TIPCAP was discussed which is a citizen's advisory board that provided input into the transportation improvement plan. It has not been active in some time.
 - Loretta has been working on updating the County Road Priority Array.
 - Discussion on how to gather public input. The TIPCAP can be reactivated or use other public outreach methods.
 - Loretta presented information on what goes into the priority array and the options that can be included.
 - Cmmr. Sheldon left the briefing at 11:40 a.m.
 - Discussion of how projects are funding.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner