

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of July 14, 2014

Monday, July 14, 2014

- 8:30 A.M. Superior Court – Judges Sheldon & Finlay
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Update on the Courtroom B bench and reconfiguration of the modular courtroom. Chairs will be needed and Robyn will send their specifications to John Keates.
 - Money came in for the extraordinary murder expenses and the Commissioners referred Superior Court to the Budget Manager to find out where to deposit the money.
- 8:45 A.M. Commissioner Discussion
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Cmmr. Sheldon brought up that he had a call from PUD 1 regarding the standards that have to be met when rural water systems are upgraded. He asked if the Commissioners would like to brief with PUD 1 to hear the proposed code amendments. Cmmr. Neatherlin is in favor of making any code changes that meet what's required and not what is desired. Cmmr. Sheldon will ask PUD 1 to contact Diane to schedule a briefing.
- 9:00 A.M. 2015 Budget Guidelines
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Frank Pinter reviewed the draft 2015 budget guidelines that will establish a 2015 baseline budget.
 - Cmmr. Sheldon is not comfortable with the language to budget for maximizing fees and services charges. After discussion, it will be changed to budget within existing fees and services charges, according to guidelines.
 - Grants should be budgeted conservatively.
 - Discussion of 2015 budget level, remain status quo with the June 30, 2014 levels and absorb any budget increases.
 - Frank has been working with the Auditor's office on the budget spreadsheet that will be e-mailed to departments to use to develop their budgets.
 - Mike Dorcy asked about computer rates. Frank responded that the computer and phone rates will stay the same as 2014 for now. Bill Kenny stated they do plan to brief the Board very soon on how to fund IT.
 - Frank will make the changes as discussed and distribute the guidelines to departments.
- ~~2:15 P.M.~~ 9:35 A.M. Support Services – Bill Kenny
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Due to the busy summer schedules and low attendance, in the past, to the July Belfair meeting, the Board agreed to not hold a meeting in Belfair in July. The next 5th Tuesday is in September.
 - Reminder of Employee Service Awards on Tuesday, July 15 @ 2 p.m.
 - Commissioners agreed to place a resolution supporting WSAC's fiscal sustainability initiative on the agenda.
 - Frank provided financial reports.
 - There was a discussion of printers and copiers and Ross McDowell will be looking for efficiencies.
- ~~2:30 P.M.~~ 10:15 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Jeffreys, Neatherlin and Sheldon met with Bill Kenny in Closed Session from 10:15 a.m. to 10:45 a.m. for a labor discussion.
- 10:45 A.M. Public Works - Brian Matthews & Melissa McFadden
Utilities & Waste Management - Brian Matthews & Tom Moore
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Annual agreement with PUD 3 allowing Public Works to park maintenance equipment at PUD 3's Dayton facility.
 - Adopt-a-Agreement with Trails End Community Club for Trails End Drive.
 - Discussion of road standards for new county roads.
 - Skokomish Flood Control District discussion. Melissa stated Loretta has been unable to get JR Hunter to confirm for an advisory board meeting. It was suggested to advertise for additional members.

Mason County Commissioners' Briefing Meeting Minutes
July 14, 2014

11:00 A.M.

Department of Community Development – Barbara Adkins/Michael MacSems
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Michael reported that the Historic Preservation Commission (HPC) met last week and do not have any problems with using \$5,000 from the Historic Preservation Fund for the Memorial Hall roof.
- The HPC is asking for approval of the Matlock Historic Survey with an estimated cost of \$20,000. Michael will bring this back for an additional briefing.
- Permits for marijuana processing were discussed and information the Commissioners would like to see for the hearing.

Commissioner Discussion – there was no discussion.

BREAK – NOON

2:00 P.M.

Facilities, Parks & Trails – John Keates

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Discussion of the "Adopt a Park" Kickstarter program that has been developed by the parks advisory boards. The Board suggested John draft a request for proposals and possibly this could be tied to the Explore Hood Canal website. There was discussion of the possibility of applying for lodging tax funds.
- Social Media Policy, John will check with Ross McDowell.
- John has requested cost estimates for exterior work on Building 8.

~~3:30 P.M.~~ 2:30 P.M.

Public Health & Human Services – Vicki Kirkpatrick/Lydia Buchheit

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Amendments to the Interpreter Personal Service contracts which are grant funded. The Board approved placing the amendments on the agenda.

3:00 P.M.

MCSO – Sheriff Salisbury / Undersheriff Jim Barrett

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Due to reduced jail staff, Chief Tom Haugen proposed to contract for security services to allow the current county staff that provide security, to transfer to the jail. The Commissioners requested the contract be reviewed by legal and the risk manager and it can be placed on the agenda.
- Undersheriff Barrett proposed replacing 13 vehicles in the Sheriff's office using Fleet Lease. The annual cost would be an increase of \$12,240 and will not require a capital outlay and the cars will be rotated out every three years.
- It was pointed out this does impact the ER&R department as a whole. Cmmr. Jeffreys would like to include Cyndi Ticknor in the discussion.
- Proposed 2014 budget supplemental appropriation in the amount of \$953,000. There was a lengthy discussion and the Sheriff's office will review the request and supply the information to Frank and schedule another briefing.

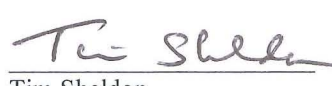
Commissioner Discussion – there was no discussion.

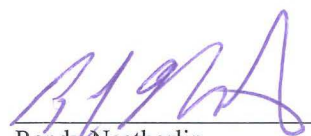
Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner