

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of November 17, 2014

According to staff notes, the following items were discussed.

Monday, November 17, 2014

8:30 A.M.

Superior Court - Judges Sheldon & Finlay

Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon arrived at 8:40 a.m.

- Courtroom B bench should arrive tomorrow.
- Will start working on the office space for third judge on Wednesday. Air quality will be tested.
- Discussion of former jury room that has had space taken for the bathroom and there is also ductwork. Judge Sheldon suggested the ductwork be moved so the room could be used again for jury. John stated a comprehensive review needs to be done of various work that needs to be done and money would have to be identified.
- Judge Finlay asked that a buzzer or keypad be installed on their front office door so it's secure and those that should have access can let themselves in.

9:00 A.M.

Facilities, Parks & Trails – John Keates

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Discussion of PUD3 removing trees in the easement on the Truman Glick Park property along Ford Road in Matlock so PUD3 can install overhead lines. The Board approved moving forward with the project.
- Kitsap Peninsula National Recreation Water Trail was discussed. John attended a meeting and provided contact information
- John provided a skatepark update. A meeting will be scheduled between the City, John and Cmmr. Jeffreys and he will keep the school district informed.
- The jail temporary boiler is up and working. The new boilers should be up and working tomorrow. The city noted there is no backflow installed and John is getting a cost estimate.

9:10 A.M. rescheduled from 3:30 P.M. Support Services - Bill Kenny

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Video Streaming Commissioner meetings, MasonWebTV proposal for \$50 per half day Commission meeting. Staff has reviewed the proposal and met with Dedrick and recommends entering into a six month contract with a renewal option.
- The Board agreed to move forward with renewing the Crime Insurance.
- The Board agreed there will be no 5th Tuesday meeting in December (December 30). Next 5th Tuesday is in March.
- Early closure on Christmas Eve & New Year's Eve (3 p.m.), consistent with past practice. These are Wednesdays; the holidays are on Thursdays and the county is open for business on the Fridays after the holidays
- Budget hearing for 2014 budget adjustments to be set on December 16.
- 2014 Financial update will be provided next week.

9:30 A.M.

2015 Budget Workshop

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Frank Pinter presented a revised 2015 preliminary budget that includes detail on the various changes made to date. A detailed budget will be available this afternoon.
- Frank reviewed the General Fund Ending Fund Balance and the projected 2014 General Fund Ending Fund Balance is \$7,236,825. Frank then reviewed the 2015 General Fund Ending Fund Balance. With adjustments made to revenues and expenditures, projected expenditures exceed revenues by \$3,170,116.

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- Cmmr. Sheldon compared the number of employees in the MCSO command staff increase of \$174,718 (8 or 9 employees) to Corrections COLA & Medical, \$47,871; and the COLA for non-represented, \$87,449.
- Reviewed the MCSO budget adjustments.
- Discussion of sustainability of budget. If the \$3.1M is taken from the ending fund balance to balance the budget, the projected 2015 ending fund balance is \$3,428,883. Frank identified the recurring expenses such as labor costs. Seven labor contracts will be negotiated in 2015.
- Revenue increase options will have to be looked at in 2015. Cmmr. Sheldon is not in favor of a levy shift. Cmmr. Neatherlin asked if there is no impact to the City of Shelton residents, would Cmmr. Sheldon support the levy shift.
- \$300,000 additional Traffic Diversion is proposed on additional revenues for a total of \$1.5M. Cmmr. Jeffreys voiced concern that property crimes are biggest citizen concern and traffic diversion addresses road safety. Her hope is the Criminal Justice Working Team will identify the priorities. Lt. Adams believes traffic enforcement does impact property crimes because you need to saturate an area with traffic patrol.
- Brian Matthews brought up the DEM rent.
- Frank will distribute the revised preliminary budget to departments for review. If there are corrections, he asked departments to let him know by end of week.

11:30 A.M.

Shelton Chamber of Commerce – Heidi McCutcheon

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Heidi McCutcheon presented the Tourism Quarterly Report for the Shelton-Mason and North Mason Chambers of Commerce. The Chambers provide visitor information services, joint tourism efforts and have a video marketing campaign.
- The 2015 contract with Blue Collar Agency for tourism development services was discussed.
- Discussion of joint efforts between the Chamber of Commerce and the Economic Development Council on recruiting business.
- Cmmr. Jeffreys asked for Heidi's comments on moving towards virtual visitor information centers. Heidi doesn't see how that would work in that there are areas that don't have internet service and with the unique situation of having federal and state forest lands and to know what permit/map that is needed.
- Discussion of how to increase amenities and activities in Mason County.
- Cmmr. Jeffreys asked about having VIC services at larger festivals. Heidi agreed it is a good idea.

Commissioner Discussion – there was no discussion.

BREAK – NOON

2:00 P.M.

Public Works - Brian Matthews & Melissa McFadden

Utilities & Waste Management - Brian Matthews

Commissioners Jeffreys and Sheldon were in attendance. Commissioner Neatherlin was absent.

- Discussion of draft letter to Wilson Recycling regarding their intake of municipal solid waste at their Johns Prairie Road recycling facility that requests they stop this activity. Wilson Recycling is doing this based on a Mason County Health Permit issued in October 2014 that allows them to take municipal solid waste, which is step one. The second step is the Mason County Comprehensive Solid Waste Management Plan needs to be amended by the Commissioners, and this has not been done.
- Jess Mosley, Environmental Health, provided history of the permitting request from Wilson Recycling.
- Allowing Wilson Recycling has a financial impact to the County's transfer stations and to our hauling contractor.
- Discussion of how to proceed. Debbie Riley expressed concern with the letter.
- It was pointed out the recycling portion of Wilson Recycling is permitted and legal to operate.
- There is no current plan to amend the Solid Waste Management Plan.

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- The Board requested input from legal staff and the letter be redrafted to reflect Public Health and Utilities viewpoints. Cmmr. Jeffreys asked staff to bring back options for decision points.

2:45 P.M. Economic Development Council – Lynn Longan
Commissioners Jeffreys and Sheldon were in attendance. Commissioner Neatherlin was absent.

- Lynn Longan stated she has amended the Economic Development Council (EDC) request for funding for the next two years to \$68,000 per year.
- Cmmr. Jeffreys asked that an agreement be drafted so expectations are clear.
- Ms. Longan reviewed the EDC workplan.
- Cmmr. Sheldon left the briefing at 3:15 pm.

3:15 P.M. District Court – Patsy Robinson - Rescheduled to Tuesday, November 18

3:30 P.M. Support Services - Bill Kenny - Rescheduled to 9:10 a.m.

Commissioner Discussion – there was no discussion.

Tuesday, November 18, 2014

11:00 A.M. District Court – Patsy Robinson
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Request to spend up to \$10,663.28 from Trial Court Improvement Funds to move and reinstall a mobile filing system from Kitsap County District Court. Patsy stated the District Court may have enough unexpended money to pay for this due to having salary money available because she has had several staff leave. Board approved the request.
- Request to spend up to \$2,500 from Trial Court Improvement Funds for a television monitor, Mctivia and laptop for the District Court Courtroom. Board approved the request.
- Request to purchase equipment needed for second Probation Officer in an amount not to exceed \$8,700. District Court Probation would need a supplemental appropriation to make this purchase. This is based on the assumption there is a second Probation Officer being approved for 2015. District Court anticipates the Probation fees will pay for the 2nd Probation Officer. Cmmr. Neatherlin stated if the fees are not enough to support the 2nd Probation Officer, he would want the fees increased.
- Patsy talked about the improved service by having a second Probation Officer.
- Cmmr. Neatherlin expressed support for the second Probation Officer as long as there are revenues coming in to pay for it, which could mean the Probation fees are increased.
- Cmmr. Jeffreys expressed concern with people not being able to pay for the Probation fees.
- Depending on charge, the offender is assessed a total amount anywhere from \$300 to \$1,500 in addition to fines/fees and restitution. Probation fees are paid last and they are set up on a payment plan.
- Cmmr. Sheldon believes the offender should pay for the services and if fees need to be raised to support the program, that it is what needs to be done.
- Cmmr. Jeffreys stated staff needs to look at the long-term sustainability of Probation Services to know where the fees should be set.
- Cmmr. Sheldon left the briefing at noon.
- The supplemental request was denied and the Board suggested this could be included in the 2015 budget, if the 2nd Probation Officer is approved.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

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BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner