

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of November 24, 2014

According to staff notes, the following items were discussed.

Monday, November 24, 2014

- 9:00 A.M. Executive Session – RCW 42.30.110 (1) (i) Litigation
Commissioners Jeffreys, Neatherlin and Sheldon met in Executive Session with Tim Whitehead, Bill Kenny and Dawn Twiddy for litigation from 9:00 a.m. to 9:15 a.m.
- 9:15 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Jeffreys, Neatherlin and Sheldon met in Closed Session from 9:15 a.m. to 9:45 a.m. for a labor discussion.
- 9:45 A.M. Public Defense – Susan Sergiojan
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- The Juvenile Offender contract attorney will be leaving at the year end and Susan is proposing the contract not be renewed and instead create a new Deputy Public Defender I position to handle a full caseload in District Court. Susan would take on all Juvenile cases. Total cost for a new employee would be \$82,445.
 - An alternative is a new contract position in District Court at a total cost of \$66,000. To avoid making this position look like an employee, the contract would be less than full time allowing the attorney to practice law in other locations.
 - The third alternative would be to continue the contract for juvenile offenders at the cost of \$20,400. This would require more off-contract attorneys for District Court at an additional cost of \$50,400.
 - Cmmr. Jeffreys stated because of the on-going cost, this needs to be considered as part of the 2015 budget process.
 - District Court caseload standards go into effect January 1, 2015.
 - Discussion of how an offender qualifies for indigent defense. A high percentage of offenders in Mason County qualify for indigent defense.
 - Renewal of two attorney services contracts that are currently with FT Law will be brought back for further discussion.
- ~~10:00 A.M.~~ 10:20 A.M. Support Services - Bill Kenny
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- 2015 contract with North Mason Resources for Veterans' service office space. Same terms as 2014 - \$600 per month to be paid from the Veterans' Assistance Fund. Board agreed to place on agenda for approval.
 - Frank provided an update to hearing for 2014 budget that will be on December 16.
 - The Sheriff's office is requesting a 2014 budget supplement of \$400,000 for care & custody.
 - 2014 Financial update. The October budget transfer/supplemental appropriation need to be posted.
 - Board assignment for 2015 was reviewed. The committee assignments will remain the same.
 - Request from Mayor Cronic to join sewer coalition will be on the December 2 agenda.
- ~~10:30 A.M.~~ 10:55 A.M. BREAK
- 10:35 A.M. Public Works/Emergency Management - Brian Matthews & Bill Kenny
- Briefed during Public Works briefing
- 11:00 A.M. Public Works - Brian Matthews & Melissa McFadden
Utilities & Waste Management - Brian Matthews
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Brian introduced Erika Schwender, new Solid Waste Manager.
- Cmmr. Jeffreys asked for an update on the fiscal situation for Belfair Sewer in a future briefing. John Cunningham is still working on an hourly basis and will be done at year end.
- Discussion of what Emergency Management will pay for building rental space at Public Works. A lease agreement will be developed. DEM occupies office space and uses a storage building (Building 6). The proposal is that DEM will vacate Building 6 and continue to occupy office space at about \$1 per square foot in addition to a consideration of service from DEM.
- Discussion of impact to ER&R rates.
- Cmmr. Neatherlin left the briefing at noon.
- Set hearing for January 6, 2015 @9:30am Private Line Occupancy Permit for Washington Federal c/o Novastar Development on North Shore Road for on-site septic transport pipe for parcels 32224-50-00025 and 32224-50-00925 was approved to place on agenda.
- Request to place on the agenda, authorization to select and enter into agreements for Structural, Geotechnical, Hydraulic, Archaeological and Cultural Resource consultant services, as needed for 2015-2016 calendar years from the County MRSC Consultant Roster.

~~11:45 A.M.~~ 12:05 p.m. Department of Community Development – Barbara Adkins

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

- Michael MacSems requested permission to advertise for the Winter 2014/15 Mason County Heritage Grant cycle.
- Request to reappoint Martha "Marty" Harrell and Jamie Bariekman to the Mason County Historic Preservation Commission.

~~11:30 A.M.~~ 12:10 Public Health & Human Services – Vicki Kirkpatrick

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

- Professional services contract between Public Health and the Hood Canal Coordinating Council to complete tasks under the Hood Canal Pollution Identification and Correction Program (HCPIC Phase I). This contract begins Phase II which implements on-the-ground work in Hood Canal.

Commissioner Discussion – there was no discussion.

BREAK

2:00 P.M. 2015 Budget Workshop

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

Public Works Budget was reviewed:

- Discussion of ER&R reduction of \$218,000.
- Contract Administrator position has been budgeted but not approved by the Commissioners. Cmmr. Jeffreys expressed concern with a position being budgeted that is not approved.
- Public Works \$440,000 total revenue reduction - DEM and Sheriff reduction of about \$140,000 for rent and \$300,000 additional traffic diversion.
- Frank will follow up with County Road Administration Board (CRAB) to make sure funding is not jeopardized.
- Melissa reviewed the road maintenance program and it is her opinion that maintenance cannot be delayed but could reduce the project money. She suggested that Hunter Creek Bridge and the STP program be done in 2015.
- Cmmr. Jeffreys questioned the additional \$300,000 of diversion and stated she is not totally supportive of this. Cmmr. Sheldon also stated he is not supportive of this.
- Discussion of how to fund additional projects.
- For Utilities, water meters are budgeted in 2015.
- Discussion of the Belfair Sewer. There has been discussion of using .09 and REET monies.
- REET 1, REET 2, LTAC, Veterans' Assistance budgets were discussed. The Veterans' Advisory Board would like to develop a direct service charge.
- Also reviewed - Mason Lake & Island Lake LMD's, Unemployment Fund, Technology Fund, .09 Fund

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- Frank reviewed the various budget changes that have happened since last week: Family Courts have requested additional revenues and expenditures; increase the State Auditor budget line; increase of \$48,000 across several departments in response to Frank circulating the preliminary budgets; discussion of the reduction to the ending fund balance.
- Discussion of how much to reserve for the general fund.
- Discussion of additional Traffic Diversion. Cmmr. Neatherlin suggested delaying the Carmen Road project and still divert an additional \$210,000. Frank pointed out there is the Contract Administrator position budgeted that has not been approved. Cmmr. Sheldon does not support increasing the Traffic Diversion. Cmmr. Neatherlin asked if the \$300,000 should be taken from the Ending Fund Balance.
- Cmmr. Sheldon does not support the budget as it is.

Commissioner Discussion – there was no discussion.

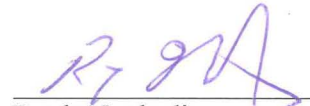
Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner