

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of March 30, 2015

Monday, March 30, 2015

9:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Neatherlin, Jeffreys and Sheldon met in Closed Session from 9:00 a.m. to 9:30 a.m. for a labor discussion with Bill Kenny.

9:30 A.M. Sheriff's Office – Sheriff Salisbury
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.
Undersheriff Barrett and Chief Russ Osterhout attended the briefing to answer any questions.

- Undersheriff Barrett explained this is a mutual aid agreement for WestNET in case they operate in the county. The Sheriff's office hasn't assigned a deputy in the past eight years. The Sheriff's office has a local drug unit. This agreement allows the sharing of information.
- Cmmr. Jeffreys stated she is no longer working on McArthur grant application (pertaining to jail usage) because she did not receive strong consensus to proceed. Undersheriff Barrett stated that in house procedure issues were addressed from the previous "King" jail report.

The Board took a 5 minute break.

9:45 A.M. Facilities, Parks & Trails – John Keates
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Mel Chev Building lease - 3 year term lease initially at \$1,500 per month for first year, \$1,800 per month for years 2 and 3. County has option to extend lease 5 years. Owners have agreed to not market property for sale during initial 3 year period. Utilities are estimated to be about \$500 - \$700 per month. County provides general maintenance for interior of building and exterior grounds. Owner is responsible for building repairs. Estimated cost to move the Sheriff functions is \$15,000 to \$20,000. Proposed to be used for Sheriff Evidence, Search and Rescue (SAR), storage, parks shop. Does not allow for day to day office use but City of Shelton doesn't want a "regular" business office operating there which would be a change of use issue.

Cmmr. Jeffreys asked how useful the space is if Evidence staff is not in the building. Undersheriff Barrett answered that Evidence staff would maintain their office at the Sheriff's office for evidence in-take. This building will allow the storage of evidence and is out of the elements. The intent is to move away from using the Johns Prairie storage.

Cmmr. Sheldon believes it's a reasonable price and fits the county's needs.

Cmmr. Neatherlin questioned if we could get financial support from Manke for terminating the use of the Johns Prairie facility. Undersheriff Barrett stated he will leave that to Facilities staff.

Cmmr. Neatherlin requested the cost if a building was put up next to the Rectory Building or by Building 9.

Undersheriff Barrett noted the first hurdle would be getting over the historic district restrictions and when looking at strategic plans, the Rectory area has a potential footprint for a new jail. He suggested the Board consider existing facility plans for potential use.

John stated he understands when the church was demolished the basement was filled in and he is not sure if it can be built on.

Cmmr. Neatherlin commented he doesn't see a new jail facility in the near future.

Undersheriff Barrett clarified that his thought was 5 to 7 years out for a new jail facility. He believes the long-term ideal location for Sheriff Evidence is at Public Works. The Sheriff's Office is close to obtaining accreditation.

Cmmr. Sheldon pointed out that he was part of the negotiations for the Johns Prairie property in 2005 and he is not comfortable going back to Manke and asking them for help with another location. He believes this is a good transition.

John stated the intent in discussions was that the building would not be sold in the first three years and the county will not cancel the lease. The language needs to be changed so the intent is clear.

Cmmr. Jeffreys noted the Johns Prairie facility utilities are paid from the Facilities budget. She asked if there is any room in the Sheriff's budget for the Mel Chev building costs.

Undersheriff Barrett stated he doesn't believe so, but will review the budget.

John will complete the lease and have legal review.

John then reviewed the following items:

- Mason Lake Park hosted an annual Cascade Bicycle Club event.
- Joint City/County Parks meeting was held. They intend to conduct a fundraiser to start a Parks Foundation, a fun run and bike ride.
- Property review at River Haven. It does not have access due to a change in the course of Decker Creek.
- Courthouse windows ballistic coating cost estimates are \$7,000 to \$7,300. This is for the judges and District Court windows. Cost could be paid from Facilities budget. John received ok to proceed.
- Star Lake property has been cleaned up by Sheriff litter crew. Cmmr. Neatherlin suggested putting it up for sale "as is".
- April 9 will be a planting at Sunset Park using an Ecology Grant.
- John provided letter he sent to the Port of Allyn regarding Bill Hunter Park.
- Energy audit with PUD 3 for MCRA lighting.
- Cmmr. Neatherlin suggested Sandhill Park handicap access improvements for a drop off area.

10:25 A.M.

Public Works - Brian Matthews & Melissa McFadden
Utilities & Waste Management - Brian Matthews/Erika Schwender
Commissioners Neatherlin, Jeffreys were in attendance. Cmmr. Sheldon left to attend the legislature.

The following items were reviewed and were approved to move to agenda for final approval:

- Public notice for the spring application of herbicides for vegetation control along county roads on or after May 1, 2015.
- Request the Board approve County Road Project 2000, Carmen Road culvert replacement project, and authorize the Chair to sign all pertinent documents and Public Works to advertise, set bid opening date/time, award contract and any time-extension change orders. Contract award will be announced during a regular meeting of the Board.
- Request the Board authorize Public Works to use the Washington State Contract with Correctional Industries to purchase additional partition panels for the office reconfiguration.
- Request the Board approve and execute the Utility Easement between Mason County and Hood Canal Communications for a 20' easement to construct of a small underground emergency power generator and propane tank used to supply power to a fiber optic network in the event of a power outage for the Rustlewood Community.
- Request authorization to use the 2015 Letters of Interest to select Construction Projects Inspector services and Construction Materials Testing services for upcoming Public Works projects.
- 2015 Annual Bridge Report was reviewed.

Board of Mason County Commissioners' Briefing Meeting Minutes
March 30, 2015

- U&W Management Coordinated Prevention Grant (CPG). The grant will allow the County to improve the Household Hazardous Waste (HHW) operations, facilities improvements, and educational efforts.
- Internal Operator position opening that will be filled.
- News Release coming soon regarding Credit Card payments at Shelton Landfill and Public Works/U&W Management front Counter.

11:15 A.M. Public Health & Human Services – Vicki Kirkpatrick

Commissioners Neatherlin, Jeffreys were in attendance. Cmmr. Sheldon was absent.

- Consolidated Contract amendment for the Workfirst-Children with Special Needs Program will be placed on agenda.
- Contract amendment with Capital Region ESD 113 for Project ALERT in an amount not to exceed \$34,634. Ok for agenda.
- Contract with Shelton School District Associated Student Body/Students Against Destructive Decisions. Ok for agenda.
- Governance of a new Behavioral Health Organization resulting from 2SSB 6312 requiring the integration of Medicaid Mental Health and Chemical Dependency. Request is to support the Public Health and Human Services Director continuing to explore the concept of a shared governance structure for the Thurston-Mason Behavioral Health Organization and the joint development of options/recommendations for consideration in preparation for a joint Board of County Commissioners meeting. The Board approved the Director continuing the discussions.

11:45 A.M. Support Services - Bill Kenny

Commissioners Neatherlin, Jeffreys were in attendance. Cmmr. Sheldon was absent.

- Appointments to Hood Canal Coordinating Council advisory boards. Applications received from Monica Harle, Tom Davis & Evan Boudier. Cmmr. Neatherlin stated he has talked to Mindi Harlow for the technical group and Lee Swoboda for the citizens group. The Board agreed to appoint Tom Davis & Lee Swoboda to the citizen's group and Evan Boudier & Mindi Harlow to the technical group.
- Response to State Auditor for Belfair Sewer. Frank stated he has comments from Cmmr. Sheldon including a request to the State Auditor to change the finding to a management letter and there is a possibility of funding from the state but won't know until the end of the session.
- County's financial status was reviewed.
- Expediting on-going agreements. Discussion that some items may not need an individual briefing and can be expedited by reviewing in Support Services briefing and if additional information is needed, a briefing can then be scheduled.

Commissioner Discussion – as needed

Commissioners Neatherlin and Jeffreys discussed the following items:

- Belfair Sewer – Cmmr. Neatherlin still wants to consider \$99 rate. He stated when the sewer first started the hook-up fee was \$3,000 and that put businesses out of business such as Crazy Eric's and lost residences. He believes the \$10,000 hook-up is extreme. Frank noted that the cash flow is reduced by \$900K if hook-up fee is reduced to \$5K for three years. They reviewed revised scenarios. Discussion of decommissioning the septic systems when sewer hook-up is mandated. Frank will put together a narrative and identify the changes. The biggest change is raising the rate to \$115 in 2026. Cmmr. Jeffreys stated she needs to know the code changes. Frank will discuss with Barbara Adkins. Discussion of the \$99 rate.

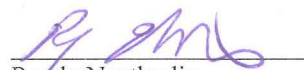
The briefing adjourned at 12:40 p.m.

Board of Mason County Commissioners' Briefing Meeting Minutes
March 30, 2015

Respectfully submitted,

Diane Zoren, Administrative Services Manager

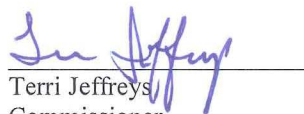
BOARD OF MASON COUNTY COMMISSIONERS



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Chair



Tim Sheldon
Commissioner



Terri Jeffreys
Commissioner