

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Monday, June 22, 2015**

9:00 A.M.

Planning Commission – Bill Dewey

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

- Discussion of the Shoreline Master Plan (SMP) update. The Planning Advisory Commission (PAC) has been working on the SMP update for two years and has had public input along the way. Since January 2013 Rebecca Hersha has been dedicated to working on this. In addition to the SMP update, they have been updating the Resource Ordinance. Ecology has been involved and has been extremely valuable. Hopefully the PAC will wrap this up by August. Staff will then do a SEPA and there is a required 60 day comment period before PAC can adopt. November is anticipated to be the public hearing for PAC.

Discussion of how to present the document for public comment so it's user friendly.

Mr. Dewey stated the PAC will probably do two separate hearings - SMP and Resource Ordinance.

Cmmr. Jeffreys referred to the Union/Belfair areas and noted they are also tourism areas and she asked about allowing for more flexible regulations, including over water structures. Rebecca and Mr. Dewey stated the PAC have had many discussions about this and have included flexibility where possible, depending on use.

- Cmmr. Neatherlin and Jeffreys discussed Wilson Recycling with Barbara Adkins. Solid waste and wrecking yards were deliberately left out of the regulations. This recycling business was grandfathered in. Barbara talked to Scott Wilson on Friday and he is choosing to close the recycling business because he can no longer take solid waste.

9:30 A.M.

Sheriff/Equipment Rental & Revolving Briefing – Sheriff Salisbury/Cyndi Ticknor

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

- Chief Osterhout stated their request is for an additional \$20K for a pickup and they would also like an additional five patrol vehicles and a new jail van. Chief Osterhout provided information on the patrol vehicles. It takes about eight months to have a patrol vehicle ready to use from the time of the order. There are 50 non-patrol vehicles including a couple of spares.

Discussion of reducing the ER&R charges by reducing the fleet. Chief Osterhout stated he has removed those vehicles that he can to reduce the costs.

Cyndi Ticknor stated that \$130,000 is budgeted for 2015, which bought two SUV's and one truck. Seven vehicles were originally requested in the budget and it was reduced. There are also 13 leased vehicles for command staff and animal control. Cyndi did note that the high mileage vehicles are harder to keep maintained and have higher costs.

Chief Spurling interjected that safe vehicles are important to the safety of the officers.

ER&R purchases from the state contract and that goes through the bid process.

Cmmr. Neatherlin asked if there is any grant money available. Not that they are aware of.

Cyndi stated that hopefully in the future ER&R will have an internal technician to up-fit the vehicles (light bars, radio etc.) which should reduce costs and time to have vehicles ready. There has been a lag in the past on ordering vehicles and now they are trying to catch up. Need to develop a regular replacement plan for patrol vehicles. ER&R does not maintain the leased vehicles.

Cmmr. Jeffreys recollection was that leased program was a priority of Sheriff's office. She pointed out the county only has so much money to spend and has to make tough choices. There needs to be a balance of need, there are competing requests across the county.

Cyndi suggested purchasing five vehicles @ \$33K each, then up-fit in January, at \$18K to \$20K a vehicle.

Cmmr. Neatherlin stated he is looking at trying to fund vehicles in 2016.

The request would be for 16 vehicles in 2016 for a total cost of \$750K.

There was a discussion of the ER&R Fund. Frank Pinter stated there are no replacement values in the ER&R fund. Still need to address the SAO Finding for ER&R.

The cost for the leased vehicles is \$60K a year plus about \$60K to up-fit the vehicles.

Cyndi stated the radios will also need to be upgraded. She reviewed the actual cost of equipment. They do try to move over what equipment they can and outsource the labor costs.  
Cmmr. Jeffreys stated that after determining how to address the SAO finding, they will know if there is funding for the purchase of vehicles.  
Cmmr. Neatherlin stated his issue isn't with replacing high mileage vehicles but concerned with the size of the fleet. He requested the vehicle policy.

- 10:00 A.M. Department of Community Development – Barbara Adkins  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
- Reviewed possible code amendments to Title 14, Building and Construction, to add a new section for Work Exempt from Permits. Cmmr. Jeffreys brought up the height of building and 14 feet seems to be comparable to other counties. She is not so concerned with the structures turning into houses, no plumbing is allowed. After discussion, the direction was to allow a 10 foot height in residential. Barbara referred to Pierce County code that requires the restrictions be recorded on the deed.  
Cmmr. Neatherlin suggested the property owner would sign a waiver, although no permit is required, that outlines the restrictions and the requirement that it be recorded on the deed. Cmmr. Neatherlin requested that a packet of information be provided to the person.  
Discussion of requiring a residence on parcel. Not required and no parcel size minimum.  
Setbacks were discussed. Property line setbacks will be zoning setbacks and 25 feet from other structures.  
Cmmr. Jeffreys stated the Conservation District is drafting regulations for Skokomish Valley to allow agriculture buildings on the higher property.  
A follow up briefing will be scheduled.
  - Review of Planning permit fees. Barbara provided information from other counties. It is difficult to compare apples to apples since department structure and services are different although most counties fees are higher than Mason County.  
The Commissioners requested a new comparison showing the results if the recommended increases were implemented.

10:30 A.M. BREAK

- 10:35 A.M. Public Health & Human Services – Vicki Kirkpatrick  
Commissioners Neatherlin and Jeffreys were in attendance. Commissioner Sheldon was absent.
- Wilson Recycling. Vicki related the information she has which is that the Hearings Examiner denied his permit and Department of Ecology has issues to meet their requirements. Can continue recycling as a grandfathered business, according to Mason County zoning. Misinformation has been circulated that indicates Mason County is closing Wilson Recycling down which is not true.
  - Agreement with Ecology maintenance of wells which is an on-going contract.
  - Amendment to contract for the ABCD program with the Health Care Authority.
  - Professional services contract with Thurston County Public Health and Social Services/Thurston-Mason RSN. Cmmr. Jeffreys stated she would like performance measures to determine if it will be continued because the program is very expensive. Vicki explained this is for treatment services for non-Medicaid eligible children. These are evidence-based services for at-risk children and their families. Total amount is \$52,300 for treatment services. Discussion of how the children are selected which would be done by the provider.  
Cmmr. Jeffreys would like to target children in the Mason County juvenile system referred by Jim Madsen.  
Vicki pointed out that most of those in the juvenile system are Medicaid eligible. Jim could make a referral, along with the provider, BHR or schools. First come, first served.  
Conclusion was that others can make referral but needs to go through Jim Madsen.
  - Vicki stated that in the unlikely event the state budget isn't adopted by month-end, the Health Department will run a skeleton crew. Will have communicable disease, fee based programs, local housing and mental health. All other programs will be suspended.

The Board took a 10 minute break

11:00 A.M. Support Services - Bill Kenny

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

- Offer on surplus property on Deer View Circle. The Board requested to counter offer at \$30,000.
- Process for Belfair Sewer Financing. Frank Pinter stated the County will need to pay the BOSS settlement in the near future and a budget amendment will be necessary. He presented three options: Pay the settlement from Current Expense; enter into an Interfund loan from Current Expense to Belfair Sewer (3 year time limit); or issue an Internal bond from the County's investments and invest into a 25 year revenue bond with the Belfair Sewer.

Cmmr. Neatherlin interjected there is a fourth option to issue two separate revenue bonds with the first one being for the needed \$1.2 million for a 5 year term, interest only with a balloon payment and then a second bond for construction.

There was discussion of the options and cash flow issues. The Commissioners requested staff bring this back later today.

- Request from Allyn Community Association for assistance from Parks Department to install playground equipment at the Port of Allyn. Because this isn't county property, the legislative body would have to determine there is an adequate consideration of benefit to the public so it's not considered a gift of public funds. This would also set precedence and there is a continuing liability for installation of the equipment. Cmmr. Jeffreys is not supportive of this request since we have very limited staff and resources. Cmmr. Neatherlin believes there is a lack of park resources in the north end of the county but the Port of Allyn should be making the request since it's Port property. If we were to do this time of work, an interlocal agreement would need to be entered into.
- Draft 2016 Budget Guidelines were provided and Frank would like comment at next week's briefing.
- Mason County Criminal Justice Vision & Mission Statement as adopted by the Criminal Justice Working Team was provided by Cmmr. Jeffreys.

Commissioner Discussion – there was no discussion.

BREAK – NOON

2:00 P.M. Public Works/Community Development – Brian Matthews/Barbara Adkins

FEMA digital mapping

Commissioners Neatherlin, Jeffreys and Sheldon were in attendance. Public Works, Community Development, Ecology and FEMA staff was also in attendance.

- Loretta Swanson opened the briefing by providing the history of the FEMA map update that started in 2010. Coastal flood hazard maps are being updated across the nation. Current FEMA maps were last updated in 1983 and are paper only. FEMA is in the process of preparing preliminary digital Flood Insurance Risk Maps for Mason County. They anticipate the preliminary maps to be issued for public review in January 2016.

There was a discussion of public outreach. Staff shared samples of draft updated maps that show which properties would be added or removed. Maps are based on the water on the ground today. There was discussion of various areas in the county and the anticipated changes. Flood insurance requirements were discussed.

Cooperating Technical Partners (CTP) Program was reviewed. This program enables the county to continue refinements to the Digital Flood Insurance Risk Maps (DFIRMS) in cooperation and partnership with FEMA. FEMA grants are available and the cycle is open in June.

3:00 P.M. Support Services

Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Frank presented a draft resolution for a 25 year revenue bond for \$3M for the Belfair Sewer to be internally financed. Option to have two bonds – 1<sup>st</sup> bond for a 5 year interest only for BOSS settlement and 2<sup>nd</sup> bond for balance of \$3M for construction. Noted there are also the options of

paying BOSS from Current Expense or enter into an interfund loan. Could do an interfund loan and then pay with the revenue bond.

Critical component is that BOSS settlement is due the first part of July and a budget hearing is required.

Cmmr. Sheldon brought up the potential of \$1.5M from the state for rate relief.

Frank stated that would pay off the loan however there is still the long term problem that Belfair Sewer has \$17M of debt that needs to be paid back and more rate payers are necessary.

Cmmr. Sheldon believes that to make the sewer bigger could make the problem worse.

Discussion of geographic area for Phase 2. There is a discounted hook up rate.

Cmmr. Jeffreys stated she is ok with the first bond for \$1.2M for the BOSS settlement.

Cmmr. Sheldon left the briefing at 3:30 p.m.

#### Commissioner Discussion


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


- Frank brought up a couple of budget adjustments to the 2015 budget - WSU for ER&R and for the volunteer coordinator position in Probation Services. It was anticipated to be funded with mental health (25%); juvenile (35%); balance from Current Expense (40%). Cmmr. Jeffreys stated she would rather use money from mental health for this rather than the program discussed this morning in Public Health briefing. Cmmr. Neatherlin agreed and Frank will contact Vicki Kirkpatrick.

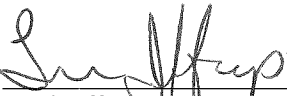
Respectfully submitted,

Diane Zoren, Administrative Services Manager

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