

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of January 9, 2017

Monday, January 9, 2017

9:00 A.M.

Support Services – Frank Pinter

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Lynn Longan and several EDC Board members provided information regarding the EDC's funding request for 2017/2018 of \$100,000 each year from the Rural Sales & Use Tax Fund (.09). After a lengthy discussion, this will be brought back for another briefing. Cmmr. Shutty requested the 2016 numbers for comparison of the measurables; Cmmr. Neatherlin requested information listing specific purposes for the additional funding with the specific funding; Cmmr. Jeffreys is supportive of the request and stated recruitment of retail is critical for her. All Commissioners emphasized business recruitment is a priority. This will be briefed again.
- Approved for the January 17 agenda: resolution appointing Mason County representatives on the WA Counties Risk Pool; reappointment of Susan Ickes to the Lewis Mason Thurston Area Agency on Aging; nomination of Jacqueline Earley to the Pacific Mountain Workforce Board.
- The Commissioners requested a meeting be scheduled on January 31 in Belfair. Agenda topics include an update on the Highway 3 road project, update from Utilities on Belfair Sewer; Fish & Wildlife update on property (specific details on what they plan to do with property, when will there be public access, restrooms hooked up to sewer) and also status of park on Highway 302; update from North Mason School District on Theler Center and Trails.
- Offer of \$3,000 has been made for surplus property @ 150 E Panorama Drive. Commissioners asked staff to determine what is the improvement and if there aren't any improvements, to counter-offer at \$4,000.
- News release for Parks & Trails Advisory Board vacancies will be added to the January 17 agenda.
- Contract extension with OSG Dozing for MCRA 6 and 7 will be added to January 10 agenda.
- Jail Construction Contract Closeout with Construct Inc will be placed on the January 17 agenda. There was discussion of the next project that is needed in order to accommodate the alternative to sentencing program.
- Jeff Vrabel provided information on the possibility of the Mason County Youth Baseball Association hosting a youth world series event at MCRA this summer. More information will be brought forward. Staff was directed to contact any users who may be impacted if the facility is not available.
- Update of Comprehensive Emergency Management Plan (CEMP) will be on the January 17 agenda.
- A contract for physical inventory of Mason County's real property is being worked on and staff will bring forward by end of month.
- The January 2017 – December 2019 Collective Bargaining Agreement (CBA) for the Mason County Engineers Guild will be placed on January 17 Action Agenda.
- The Vehicle Take Home Policy was reviewed. A briefing will be scheduled next Wednesday with Public Works and Sheriff's Office to discuss those take-home vehicles that don't meet the IRS exemption criteria.
- Manke is requesting the lease for the Johns Prairie property be canceled. There is 10 years left on the lease and Frank will verify there is no county use of the property and will bring forward.
- Cmmr. Jeffreys brought up a citizen concern regarding Sheriff's Office is no longer providing security on Green Diamond property. Apparently there is no longer a contract with Green Diamond.

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10:45 A.M. 11:20 a.m. Community Services – Dave Windom

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Dave Windom talked about changing staff schedule to encourage staff retention and better serve the public, such as a staggered 10 hour work day.
- Dave will schedule a workshop on code enforcement.
- Todd Parker provided an update on the annual Point in Time count of homeless people that is scheduled January 27. A news release will be added to next Tuesday's agenda.
- Discussion of HomesFirst housing for veterans.

11:15 A.M. Public Works – Jerry Hauth/Melissa McFadden
Utilities & Waste Management

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Approved for the January 17 agenda: Solicit for On-Call Right-of-Way Services for 2017-2018 and Amendment #3 of the Professional Services Contract with MDG Wastewater and Water Treatment, adding an additional \$25,000 to the contract.
- Request the Board approve submittal of the 2017 Legislative Session Member Requested Local Community Project Information Form and authorize the Chair to sign for Belfair Sewer extension to Puget Sound Industrial Center Project. Staff provided a letter of support from the City of Bremerton. There was discussion of the proposal. Cmmr. Shutty believes it's prudent to submit the request and there will be many details that need to be worked out. Cmmr. Jeffreys is concerned that the County does not know the details of this project and she asked staff to draft a checklist on this project. This will be placed on the January 10 agenda.
- Public Works Bid Award Information for 2017: Culvert Pipe, Culvert Linings and Erosion Control and Asphaltic Materials.
- County-Wide Striping Contract option to contract with Thurston County Public Works to conduct roadway striping for Mason County. This would use water-based paint rather than oil-based point and could be a significant savings. Cmmr. Neatherlin asked for cost if the contract went out to a private party and used water-based paint.
- WSDOT lighting contracts have been sent to Mason County for consideration. \$21,000 for installation and a maintenance agreement. Road Funds cannot be used for maintenance and Public Works does not have staff to do this type of maintenance. Cmmr. Neatherlin provided history that included speed sensors and cross walk signs and originally the discussion was that these would be solar. Melissa will gather information about the on-going maintenance. Cmmr. Jeffreys believes cross walk signs are very necessary for safety, she is less interested in the speed sensors. Cmmr. Neatherlin is comfortable with spending the \$21,000.
- Loretta will provide information regarding the contract with SCJ Alliance.
- Discussion of petition received from citizens regarding Skokomish Valley Road. John Bolender was in attendance. John stated they are in the process of collecting data, will then present to the community and then decide if the alternatives are viable. Options include moving the road or adding bridges. The Conservation District plans to go to the community in March. Nothing has been decided but there seems to be an impression in the community that the road system is going to change.
- Snow and ice road removal process. Between 9 p.m. and 4 a.m., Road Supervisors are assessing the road system during this time to determine if something needs to be done. Depending on situation, may use de-icer, salt or sand. The goal is to be proactive and be responsive if the conditions warrant a response. Al Eaton shared the response on December 31 and they called in staff prior to 4 a.m. due to the weather conditions that were not forecasted. Staff has to assess the situation considering all the information provided.
- Emergency road restrictions discussion. Public Works can issue permits to run half-loads for certain vehicles. Schools would like to be exempted from restrictions but they understand the restrictions. Staff has talked to school districts to determine areas that special permits could be issued. Cmmr. Neatherlin stated he has had conversations with

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the North Mason School Superintendent and she is not ok with the restrictions. Melissa stated they need to identify which roads could be exempted. Staff was directed to contact North Mason School. Cmmr. Neatherlin stated he s very concerned with safety of the kids and he would like to issue a blanket exemption for the school buses.

Commissioner Discussion – there was no discussion.

BREAK – NOON

- 2:00 P.M. State Auditor Accountability Exit Conference for Fiscal Year 2015
Commissioners Shutty, Jeffreys and Neatherlin were in attendance.
- Ashley Supry, State Auditor's Office, presented the reports for the Accountability Audit, Financial Statement Audit and Federal Grant Compliance Audit for 2015.

The Commission recessed until 3:30 p.m.

~~3:00 P.M. Mason County Youth Baseball Association, Jason Winans, President canceled~~

- 3:30 P.M. Mason Transit Authority – Mike Oliver, Development Manager
Cmmr. Shutty and Jeffreys were in attendance. Commissioner Neatherlin arrived at 3:40 p.m.
- Request for letters of support for concerning an intersection improvement on State Route 3 at the new MTA park-and-ride facility in Belfair to help advance the efforts of Mason County, MTA, WSDOT and other partners to improve travel choices and relieve traffic congestion in north Mason County and south Kitsap County. Discussion of potential impact of Belfair Bypass.

Commissioner Discussion

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

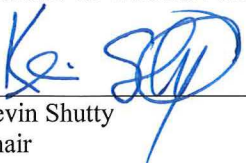
- Discussion of Hood Canal Coordinating Council. Cmmr. Neatherlin stated Cmmr. Shutty will represent Mason County on the LSC. Cmmr. Neatherlin brought up road restrictions and impact to school bus routes. Melissa McFadden was in attendance and provided information on what Public Works has done. They have had conversations with the schools and have issued exemptions.

- 4:00 P.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Shutty, Jeffreys and Neatherlin met with Frank Pinter and Dawn Twiddy from 4:25 p.m. to 5:00 p.m. in Closed Session for a labor discussion.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Kevin Shutty
Chair


Terri Jeffreys
Commissioner


Randy Neatherlin
Commissioner