

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of March 6, 2017

Monday, March 6, 2017

9:00 A.M.

Community Services – Dave Windom

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

- Debbie Riley reviewed the process for dealing with hulk vehicles. Mason County has allowed the use of RV's and single wide mobile homes as storage sheds and Debbie asked if that is something we want to continue to allow. Most of the concerns received deal with aesthetics. Audience member commented that the definition of hulk vehicle could apply to many operating vehicles and asked what makes it a public health concern. Ms. Riley responded they could house rodents and oils could leak out into the ground.
- A request was made for Katie Otanez who received a letter of appreciation from the WA State Department Health and the Board will present Katie with a Green Star award.
- DSHS will be sending a contract that talks about county-wide general conditions.
- Dave provided an update on bills in the legislature.
- Discussion of a gravel pit in North Mason that is requesting the County acknowledge it's been a gravel pit for some time because the owner is applying for a permit with DNR.

9:30 A.M.

Public Works – Jerry Hauth/Melissa McFadden

Utilities & Waste Management

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

- Jerry Hauth explained he and staff are going to a meeting with USDA and Ecology to meet with the finance person (Jeff) regarding finance options for the Belfair Sewer. The Commissioners expressed caution with taking on more debt with regards to the potential SKIA project.
- WSDOT Turnback Agreement amendment regarding the SR3 improvement project will be placed on the agenda.
- Herbicide program was reviewed. Staff is putting together a fact sheet that focuses on vegetation control. Herbicide is not applied everywhere and other methods are also used such as brush cutting and mowing. A property owner can enter into an agreement for no herbicide treatment and the property owner will maintain the right of way area. Cmmr. Neatherlin asked what the requirements are to apply the herbicide. Allan Eaton explained what products are used which are registered with the EPA, how staff is trained and the history of using herbicide. The program is a low cost way to keep the roadway safe and staff does not believe it harms the environment.
- Private Line Occupancy Permit hearing scheduled tomorrow morning for a North Shore property. Public Works has received phone calls and staff provided information.
- PUD 3 road lighting project will be briefed next week.

Break for 2 minutes at 10:30 a.m.

10:30 A.M.

Mason County Economic Development Council – Lynn Longan

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

- Lynn Longan and James Thomas reviewed proposed changes to the draft 2017 contract. Cmmr. Neatherlin stated the recruitment plan is essential and wants it listed as a deliverable. Some of the items listed in the draft scope of work are actually funded through other funding.
- Lynn noted that the \$68,000 for this contract is used as match for the ADO funding, which is \$48,000.

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- Mr. Thomas stated he is in agreement that the County needs an economic development plan which is different than a recruitment plan. Lynn talked about what is needed to actually bring businesses to Mason County. Cmmr. Jeffreys would like the EDC to identify what in the county code present challenges to economic development.
- Lynn asked for a letter of support to amend the contract the EDC has with WA State Department of Commerce moving \$10,000 to recruitment. Lynn will email the amendment and this will be on the March 14 agenda.
- Deb will make changes to the draft contract, distribute to Commissioners and EDC, with the intent of placing the contract on next week's agenda.

11:00 A.M.

Support Services – Frank Pinter

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

- A news release for Board of Equalization will be issued.
- AFSCME labor agreement will be placed on the agenda.
- Contract with Jeanette Boothe for Public Defense services will be placed on agenda.
- Engineered Control Systems (ECS) Jail Control Panel project closeout. Waiting to have verification from the state and will then complete closeout.
- Fuel Storage Tank Insurance renews April 21 and permission to move forward will be placed on agenda.
- Letter has been sent to the Sheriff regarding the jail and a briefing will be scheduled. Frank is meeting with Chief Hansen later this week.
- Time extension for the Homeland Security grant will be placed on the agenda.
- Staff is working on scheduling an opening ceremony for MCRA Fields 6/7.

Commissioner Discussion – there was no discussion.

~~11:45 A.M. — Executive Session — RCW 42.30.110 1 (i) Litigation — will reschedule~~

BREAK – NOON

2:00 P.M.

Belfair Sewer Finance Plan – Frank Pinter

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Frank Pinter presented a PowerPoint regarding the Belfair Sewer Finance Plan that included items identified at the February 27 meeting and questions for Ecology.
Items discussed:
Q – What is our ability to refinance current debt as to terms and rates.
A – Greg Zentner, Ecology, with regards to refinancing to 30 years, Ecology has to establish policies to determine who would be eligible and with what conditions. This won't happen in the short term. Whether they can adjust rates on current loans, they would have to explore that option and he stated the best bet is for the County to explore other options because Ecology cannot guarantee a 30 year term. They are looking at going forward with new construction agreements to be able to go to 30 years.
Cmmr. Neatherlin asked about refinancing 20 year loans at a lower interest rate. Mr. Zentner doesn't believe law allows them to refinance but are working to adjust rates and still need to determine under what circumstances.

Frank Pinter stated there is a possibility of USDA refinancing our existing debt at a 40 year term but at a higher interest rate. There was a discussion of rates which depend on term length.

Q – What new loans can be applied for and how?

A – Mr. Zentner explained the loan application process. Applications are accepted one time a year in the fall. It is 15 months from application to signing a financial assistance

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agreement. This is dependent on funding from legislature. Design has to be complete in order to request construction funding.

Cmmr. Jeffreys asked if it would reimbursable funding. Mr. Zentner stated he has to check.

There is no guarantee that if funding is approved for design it will be approved for construction. It is a competitive process and the scoring was discussed. The sewer plan needs to include any new projects (i.e. SKIA).

For hardship communities, Ecology does have programs that forgive the principal amount.

Mason County will write a letter to Ecology regarding required commitments for the finance agreements.

Mr. Zentner referred the County to Commerce regarding what type of sewer service is required in UGA's.

Cmmr. Shutty asked staff to look at all three options, weigh them and come back with recommendation and invite Department of Commerce and Ecology.

Meeting adjourned at 3 p.m.

Commissioner Discussion – there was no discussion.

Tuesday, March 7, 2017

11:00 A.M.

Pacific Mountain Workforce Development Council

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Commissioners met with members of the Pacific Mountain Workforce Board of Directors who shared information on PacMountain. In attendance: Cheryl Fambles, Lynn Longan, Jim Larson, Cheryl Heywood, Duane Evans, and Todd Parker.

Ms. Fambles explained the PacMountain Workforce has a five county council and Cmmr. Jeffreys represents Mason County on the council. Lynn Longan, Derek Epps and Jacqueline Early represent Mason County on the Board of Directors.


PacMountain is a regional workforce development council serving Grays Harbor, Lewis, Mason, Pacific and Thurston counties. Through a variety of federal and state funding sources, PacMountain offers a wide range of job placement, training, and education services to employers and job seekers. Training opportunities were discussed.

~~3:00 P.M. — Support Services — Frank Pinter/Jeff Vrable Rescheduled to March 13, 2017~~
~~Review of County Capital Project Requests~~

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Kevin Shutty
Chair

Absent
Terri Jeffreys
Commissioner


Randy Neatherlin
Commissioner