

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of March 20, 2017**

Monday, March 20, 2017

9:00 A.M. Executive Session – RCW 42.30.110 (1)(i) Potential Litigation  
Commissioners Shutty, Jeffreys and Neatherlin met with Tim Whitehead and Public Works staff in Executive Session for potential litigation from 9:00 a.m. to 9:35 a.m.

- 9:30 A.M. Community Services – Dave Windom  
Commissioners Shutty, Jeffreys and Neatherlin were in attendance.
- Todd Parker reported that the RFP for the “2163” funding about ready to release. Discussion of the possible role Housing Authority could have in this process. Cmmr. Jeffreys noted the Housing Authority is in need of staff and thought there could be contracted services for this function. Todd’s next focus will be the Mental Health funding.
  - Dave provided information the PAC will be considering on storage facilities and cargo containers for storage. CFP will need to be amended to include a short range and long range piece. Tomorrow evening is the FEMA community meeting. The Comp Plan needs to address fiber optics and transportation and Dave is working on that.
  - Paula Reeves was introduced as the new Planning Manager and projects she will be working on were reviewed which include the Comp Plan, changes to the Development Code and Shelton UGA.
  - Planning fees are being reviewed.

BREAK 10:07a.m. to 10:10 a.m.

- 10:10 A.M. Public Works – Jerry Hauth/Melissa McFadden  
Utilities & Waste Management  
Commissioners Shutty, Jeffreys and Neatherlin were in attendance.
- Bart Stepp addressed solid waste flow control issues which is when there is a requirement that all solid waste be handled at the county facilities. Mason County does not have flow control and if this was implemented, it could result in over \$100,000 in additional new revenue for the solid waste utility. In northern Mason County, Mason County Garbage, a certified hauler, hauls their waste to Kitsap County. Implementing flow control would increase costs to northern county customers without increasing their service and the increased revenue could pay for improvements to Eells Hill or other solid waste programs. It may be time to go out for RFP’s for privatization. Frank Pinter noted there are no improvement dollars budgeted in REET 1 and REET 2 funds for the transfer station.  
Rik Fredrickson, Mason County Garbage, explained how requiring them to use Mason County facilities impacts their business and increases their cost.  
Cmmr. Neatherlin stated he is not in favor of the solid waste flow control if it increases the north Mason rates.  
Cmmr. Jeffreys asked if the south county residents are subsidizing the rates for north Mason residents.  
For Mason County customers of Mason County Garbage it is 8-10% less for residential in the north end.  
Cmmr. Jeffreys summarized Mason County is potentially losing \$100,000 that could be used for facility improvements however flow control could increase cost to the residents. Benefit to customers for privatization would be if the service can be provided at a lower cost.  
Cmmr. Shutty is in favor of status quo at this time.  
The long-haul contract with Republic Services expires August 2020. After discussion of various options, staff will bring back additional information on the RFP process later this year.

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- Submittals for the County Road Administration Board were reviewed. This includes Annual Certification, Certification of Expenditures for Traffic Law Enforcement and for Fish Passage Barrier Removal. They will be placed on the agenda.
- Two appointments will be made to TIP-CAP – Mary Jo Cady and Don Pogreba. Discussion of changing the membership categories. Loretta will bring back information.
- Agreements with sub-contractors to conduct fish barrier assessments on culverts under Mason County road right-of-ways will be placed on an agenda in the next couple of weeks.
- Cmmr. Neatherlin stated he received a phone call from Taylor Shellfish regarding a meeting with WSDOT on Simmons Road. Melissa explained WSDOT is gathering info on the project and they are exploring options and Public Works provided business contact info. Cmmr. Neatherlin wants to make sure businesses are not hurt.

11:00 A.M.

Assessor – Melody Peterson/Amber Cervantes

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Assessor Peterson requested an Appraiser position be reestablished that was removed in 2013 due to budget constraints.

Cmmr. Shutty noted there is no budget supplement request in 2017 but what about future years.

In the 2017 budget, an AFSCME Clerk III position was budgeted at a Teamsters Appraiser cost. The Clerk III position is vacant and they will not refill that position. Their budget has an unfunded Appraiser budget line.

Cmmr. Jeffreys recalled that in the past the Assessor requested additional Clerical and less Appraiser positions.

Ms. Peterson stated it has taken a while to understand what staffing level is needed with the annual appraisal cycle.

Amber stated they may in the 2018 budget cycle request funding for Clerk III position and it would be up to the Commissioners to fund or not.

The Commissioners agreed to move the funding from the Clerk III to an Appraiser position. The Commissioners want to make sure the Clerk III is removed from the budget. Frank Pinter said through position control this can be monitored. There will be an agenda item creating an Appraiser position and removing a Clerk III position. The budget can be moved via a budget form.

- Amber then provided information on special assessment programs and a spreadsheet showing what fees other counties charge for these programs. Assessor's office will bring back a recommendation.

Commissioner Discussion

- Commissioner Jeffreys will be gone next Monday/Tuesday and the following Monday/Tuesday. She will plan to call in for April 4 Commission meeting.
- Cmmr. Jeffreys reported she sat on the interview panel for the AAA Director.
- Cmmr. Shutty reported he has been appointed to the State Building Code Council.
- Cmmr. Neatherlin reported he attended a Collins Lake meeting which has no internet and they are trying to get fiber optics. They requested a letter of support for these services. They are also lacking in cell phone service.

BREAK – NOON

2:00 P.M.

Support Services – Frank Pinter

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Frank provided January and February financial statements including cash flow. Jenifer is working on changing some of the reporting and the intent is to have a comprehensive report on a quarterly basis and a brief monthly financial status.
- Budget hearing for adjustments to 2017 budget will be set on April 18.
- The Board is good with authorizing the Chair to sign City of Shelton Access Permits.



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- Offer for surplus property on Blueberry Lane, Elma was countered at \$4,000.
- Veterans' Assistance payment process was reviewed. The Commissioners approved changing the check signing process so staff can issue checks without prior Commissioner approval in order to expedite the process. Cmmr. Neatherlin stated he attended a recent VAB meeting and suggested some of the benefits be increased, such as increasing the annual limit to \$1,250. Cmmr. Jeffreys wants to see actual numbers on what the veterans are using. Staff will work on the changing the check issuance process.
- The Commissioners are good with appointing the Mason County EDC as the Associate Development Organization (ADO) designation for the 2017-2019 term and Cmmr. Jeffreys asked that the EDC send in a request expressing their interest in being appointed the ADO for Mason County.
- Reminder of FEMA meeting on March 21, 6 p.m. @ North Mason School.
- Information is still needed for the BJA Justice and Mental Health Collaboration Program grant application. Cmmr. Shutty requested detail on what is needed.
- Hood Canal Coordinating Council Citizens Advisory Group. The Board agreed to reappoint Evan Bauder; appoint Ron Gold for 3-year terms.
- Letter to Governor Inslee regarding behavioral health integration will be placed on the March 21 agenda.
- Lodging Tax Advisory Committee recommendation to award additional funding (\$4,600) to Blue Collar Agency for tourism promotion at a Seattle festival. The LTAC members are exploring how other jurisdictions manage their lodging tax and Cmmr. Jeffreys believes this could eventually lead to a Visitor Center Bureau in Mason County.
- The Commissioners requested a briefing with the Prosecuting Attorney be scheduled to discuss the resolution allowing transfers between salaries/benefits and operating budgets.
- Personal Health CBA has been negotiated and will come forward for approval.
- A MOU with North Mason School District for the soccer/football field renovation project will be on the March 21 agenda.
- Commercial appraisals for the Public Works parcels are complete – Parcel A (1199 W Eells Hill Rd) \$290,000; Parcel B (128 W Dayton Airport Rd.) \$130,000.
- Public Defender contract extensions to the end of the year will be on the March 28 agenda.
- The Belfair Sewer briefing will be rescheduled.
- Closed Session  
Commissioners Shutty, Jeffreys and Neatherlin met in Closed Session from 3:40 p.m. to 3:50 p.m. with Frank Pinter and Dawn Twiddy for a labor discussion.

Commissioner Discussion – there was no discussion.

Tuesday, March 21, 2017

10:00 A.M.

Briefing with Squaxin Island Tribe – Jeff Dickison

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Chair Shutty welcomed the group to discuss the impact of the Hirst decision. Jeff Dickison is hopeful the legislature will have some type of solution. Believes there may be mitigation at the local level. The Department of Ecology hasn't provided financial resources or technical information but is starting to provide information. The Tribe wants a long term solution that works for the community and the fish. Erica Marbet provided information on groundwater models that are needed in Mason County. Several groups met with USGS on how to create groundwater models. Funding is needed to complete the process. Erica invited Mason County to participate in the groundwater model process by attending meetings and provide funding. Jeff stated the Tribe is committed to the science and believe the modeling is an important part of that. He talked about the groundwater recharge areas and the impact of wells on stream flows.

Cmmr. Jeffreys pointed out that models aren't perfect and wants to be certain we are adaptive when using the models.

- The County's Comprehensive Plan was then discussed.  
The Tribe will be providing information on changes they feel are important in the Comp Plan update. They want to make sure there is water to meet the growth.  
Cmmr. Jeffreys wants to wait to see what the legislature may or may not do regarding water availability.  
Dave Windom stated he has been talking to Commerce and they are not pushing the County to submit anything on the Comp Plan until the whole package is ready to go.  
Cmmr. Neatherlin stated he believes the legislature will make a change with regards to the Hirst decision; hopeful we can find a way to negotiate the issues as they come up.  
Kevin Lyon stated that for the long term, the Tribe believes in growth, but has to be in a responsible way and consider the vitality of the land.  
Sharon Haensley stated that through planning and mitigation, growth will be allowed.  
Jeff Dickison stated we have reached a transition point and need to be more responsible and make wiser use of available resources. The Tribe is not pushing the timing of the Comp Plan, they just don't want to be surprised.  
Cmmr. Jeffreys referred to the \$6M price tag to develop the ground water models and asked if and when we come together on a plan, will the Tribe will stand side by side with the County to request funding.  
The Tribe agreed to work together to find funding sources.  
Sharon pointed out that even if the legislature reverses Hirst, it doesn't take the county off the hook for responsible planning. The Tribe has very senior water rights.  
Cmmr. Neatherlin agreed we are at a transition point and looks forward to working with the Tribe.  
Cmmr. Shutty noted in the post Hirst world there is a dual reality; a new understanding of water availability and how it is used and the other side is the need to stimulate growth in order to provide needed services. He quoted "If you want to go far, go together" and believes this is one of many conversations that will be needed to be successful. He asked the Tribe to continue to work with the Planning Department on the Comp Plan and work with the Commissioners on other policy issues. We have many shared goals.
- Cmmr. Jeffreys brought up the Simmons Road project.  
Ray Peters stated that for the Tribe it's about safety, not traffic flows and they took great care to consider the impact to businesses at Taylor Towne. The goal is to get rid of cross trafficking intersections. He won't comment on alternatives; the concern is community safety. He stated he would speak to their leadership about rejecting a plan that doesn't address safety.  
Jeff Dickison stated the Arcadia boat ramp is very important to the Tribe and it is open to the public and they need to eliminate that at-grade crossing.

The Commissioners took a break from 11:07 am. To 11:16 a.m.

- 11:15 A.M. Sheriff's Office – Undersheriff Barrett/Chief Spurling  
Commissioners Shutty, Jeffreys and Neatherlin were in attendance.
- Undersheriff Barrett and Chief Spurling provided crime statistics which show significant reductions in crime in 2016. The tracking program can be compressed down to communities and certain times. Each precinct has several zones. Most of the information is entered by the dispatchers when called in. The Sheriff's goal is to make Mason County an unwelcome place for criminals.

The briefing adjourned at 11:50 a.m.

Wednesday, March 22, 2017

- 10:00 A.M. Navy Base Kitsap/Trust for Public Land  
Commissioners Shutty, Jeffreys and Neatherlin were in attendance.



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- Lynn Wall, Navy Base Kitsap, and Richard Corff, Trust for Public Land, presented information on the Hood Canal Sentinel Landscape Partnership. The enabling statute is REPI – Readiness and Environmental Protection Integration program. The request is for the Hood Canal Coordinating Council to sign a letter of support for The Trust for Public Land and its grant application to the Sentinel Landscapes Federal Coordinating Committee regarding a Sentinel Landscape Designation for a portion of the Hood Canal watershed.  
Discussion of how this designation could impact Mason County and what options would be available.  
This designation does not provide any new regulatory requirements.

The Commissioners took a break at 11:30 a.m.

Cmmr. Neatherlin stated he request the Navy to provide direct support of an at-grade crossing in the north end of the county. He supports the HCCC signing the letter of support.

Cmmr. Shutty stated that his original reservation was the process followed and it came a bit fast. He still has some reservations on how this plays out in the real world but will support the letter.

Cmmr. Jeffreys stated she has concern with any additional regulations but would never stand in way of a private landowner selling development rights. She hopes Lynn understands that the Navy needs to communicate with the county.

Most impact will be to Jefferson and Kitsap counties.

This letter comes from HCCC and the Board supports the signing.

Commission Discussion

Cmmr. Jeffreys commented on the FEMA meeting in Belfair and that 30 to 40 people attended. The meeting was very well done.

She stated that Jason Dose, City of Shelton talked about requiring mitigation for the Shelton UGA expansion and noted this is still under County jurisdiction.

She also learned there are 25 more lots at Lakeland Village.

The briefing adjourned at 11:50 a.m.

~~11:00 A.M. — Belfair Sewer Plan Review of Details canceled~~

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

  
Kevin Shutty  
Chair

  
Terri Jeffreys  
Commissioner

  
Randy Neatherlin  
Commissioner