

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of May 15, 2017**

Monday, May 15, 2017

9:00 A.M. Board of Equalization Interview

Commissioners Shutty and Neatherlin interviewed an applicant for the Board of Equalization. Commissioner Jeffreys was absent.

9:15 A.M. Support Services – Frank Pinter

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

- Lodging Tax request for proposals (RFP) recommended by LTAC. The recommendation is to advertise for RFP's for Visitor Information Centers for a one-year contract (2018) and for two-year contract for tourism development/promotion using the existing campaign. The tourism contract includes support of small events. The proposals are due mid-July; the LTAC will review the end of July to make recommendations to the Commissioners who will make the final decision.
- Request to increase Veterans Assistance imprest revolving checking account from \$10,000 to \$20,000 in order to have sufficient funds available was approved to place the resolution on agenda.
- Jeff presented the status of Pee Wee Reese World Series event. Staff has developed a timeline for when details of the event is due (June 9) and organizers have requested a lodging tax application that is due to the County May 16.
- Cmmr. Neatherlin extended his appreciation for the services/information the Grant Writer position (Deb Dunithan) has provided to the county and community.

Commissioner Jeffreys arrived at 9:40 a.m.

- Board of Equalization applicant review. The Commissioners would like to also interview Gene Currier as the alternate member and find out if all the applicants would be open to serving as the alternate. The plan is to appoint the regular member at tomorrow's meeting and appoint the alternate after interviewing Gene.

10:00 A.M. Sheriff's Office – Chief Russ Osterhout

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Chief Osterhout presented a request to convert an existing Community Service Officer (CSO) to an Evidence Technician position. This is a new classification. The salary is about \$500 more per month and the existing budget can absorb the additional cost. The 2017 budget was submitted with this position budgeted. Cmmr. Jeffreys will support this position as long as the additional amount is not requested in the 2018 budget process. The request will be added to next week's agenda.

10:25 A.M. BREAK

10:30 A.M. Community Services – Dave Windom

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Review of amendment 13 to the 2015-2017 Consolidated Contract which increased the contract by \$50,736 for the Prescription Drug Overdose Prevention program. Will be placed on next week's agenda.
- Review of draft revisions to Chpt. 17.03.030 Development Regulations addressing new lots within Belfair and Allyn UGAs not allowing individual or community/group on-site sewage disposal systems unless certain circumstances apply. Discussion of requiring the

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payment of the capital facilities charge (CFC) that could be reimbursed if after 15 years, there is no hook-up to the sewer.

- Request to place on the agenda the plan for the Big Bend Shellfish Protection District (Hood Canal #6). This area was downgraded from approved to conditional on August 6, 2015 requiring the County to establish a shellfish protection district and a program to improve the water quality. A citizen committee has worked over the course of a year to develop the work plan for implementation. Grant funding is available through October 2017. This will be placed on the May 23 agenda.
- Cmmr. Neatherlin proposed an alternative to the CFC for the revisions to Chpt. 17.03.030. He suggested a special septic permit fee in lieu of the CFC. Dave will contact Public Works to discuss what code changes will need to be done and this item will be briefed again.
- There is an open Building Inspector position and Code Enforcement position.

11:00 A.M. Public Works – Jerry Hauth/Melissa McFadden  
Utilities & Waste Management

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Request to make a sole source purchase for blowers at the Belfair Reclamation Facility at an estimated cost of \$13,278 plus tax. The resolution will be placed on the agenda.
- Interlocal agreement with Fire District 4 will be placed on the agenda.
- Update on road maintenance for North Bay access roads. The cost estimate is \$40,361 to improve Merton Creek, Tacoma Powerline and Reclamation Ridge Roads. The County has agreements with Tacoma Power and BPA to provide maintenance on the roads leading up the North Bay plant.
- Cmmr. Neatherlin asked staff to see if there is any obligation to maintain the road for the Beard's Cove system.
- The Cloquallum Road realignment project bids came in about \$400,000 over the engineer's estimate and staff is reviewing the options and this will be brought back for a briefing.

11:30 A.M. Mason Conservation District – John Bolender

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Evan Bauder and Jennifer Holderman presented information on the WRIA 14A Salmon recovery activities.
- Update on the Floodplains by Design funding request for Skokomish Valley. Looks like \$7M will be funded.
- Evan provided information on the proposed West Oakland Bay project which is a partnership project on Highway 3 coming into the City of Shelton and would restore the salt marsh.

Commissioner Discussion – none.

Adjourned at 12:15 p.m.

Tuesday, May 16, 2017

10:00 A.M. Board of Equalization Interview

Commissioners Shutty, Jeffreys and Neatherlin interviewed an applicant for the Board of Equalization.

Selection of the alternate BOE member will be made at the May 23 Commission meeting.

The meeting adjourned at 10:20 a.m.

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Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Kevin Shutt  
Chair

  
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Terri Jeffreys  
Commissioner

  
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Randy Neatherlin  
Commissioner