

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of July 24, 2017

Monday, July 24, 2017

- 9:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Shutty, Drexler and Neatherlin met in Closed Session from 9:00 a.m. to 9:30 a.m. with Frank Pinter and Dawn Twiddy for a labor discussion.
- 9:15 A.M. Support Services – Frank Pinter
Commissioners Shutty, Drexler and Neatherlin were in attendance.
- Extension of contract with Richard Beckman for real estate services was approved to move forward.
 - Request from District Court to expend approximately \$6,000 from the Trial Court Improvement Fund to purchase 15 copies of Microsoft Office Professional 2016; Superior Court has approved this purchase and there is a \$45,000 balance in this fund was approved to move forward.
 - Ross provided an update for the Multi-Jurisdictional Hazard Mitigation Plan Hazard Risk Maps.
 - Frank provided several revenue options for the Commissioners to consider along with Current Expense cash information. Frank provided a draft resolution placing a proposition on the November ballot. Cmmr. Neatherlin stated he wants to keep the proposition simple and prefers it be a one-year levy lid lift. After review and discussion, the Commissioners asked that a public hearing be scheduled on August 1 to consider adopting a resolution placing on the November ballot a multi-year levy lid lift increasing the regular property tax levy to a rate of \$1.77 per \$1,000 assessed value for collection in 2018.
- The briefing will be continued to this afternoon at 3:30 p.m.
- 10:15 A.M. BREAK
- 10:30 A.M. Community Services – Dave Windom
Commissioners Shutty, Drexler and Neatherlin were in attendance.
- Paula Reeves presented information for a Public Benefit Rating System (PBRS). This would provide for a scoring system that offers an incentive to preserve open space on private property in Mason County by providing a tax reduction. Amber Cervantes, Assessor's Office, stated the Assessor's office has been managing the applications without such a system and they are left to provide recommendations without a scoring system.
Cmmr. Drexler recommended several revisions to the proposed ordinance including stating the composition of the advisory committee; state the goals for preservation of open space; and strike several sections.
Cmmr. Drexler recommended several revisions to the proposed ordinance.
Cmmr. Shutty noted the Hood Canal Coordination Council was involved in the review of establishing a PBRS in the past and recommended the County reach out to them as we move through this process.
Cmmr. Neatherlin believes it is too easy to qualify for open space tax reduction and would like revisions made to this section.
Paula will work on the proposal along with the Assessor's office and bring back for briefing.
The Assessor's office currently has 37 applications for Open Space. Staff will review what would happen to those properties that currently in the Open Space program.
 - David Windom presented Amendment 14 to the Consolidated Contract. Approved to place on agenda.

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- In an effort to clear the back log of plan reviews, Dave will be revising workloads. He is also reviewing how far does staff has to review plans that are engineered. Jerry Hauth noted there are engineers who do not do an adequate review so staff does need to provide some review.
- David provided the following updates: putting together an RFP for replacement of Tidemark; impact of lack of Capital Budget; Hirst decision impacts – working with Tribes for language; GIS – due to budget reductions, Assessor's office won't be implementing GIS updates. Dave would like to explore bringing GIS into Planning. The GIS staff is part of Public Works and Planning could contract with Public Works.

11:15 A.M. Public Works – Jerry Hauth/Melissa McFadden

Utilities & Waste Management

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Approval of repairs for Ultraviolet (UV) disinfection systems at the North Bay/Case Inlet and Belfair Water Reclamation facilities. This includes purchasing OEM parts as sole source from Trojan UV to repair the UV disinfections systems at North Bay and Belfair Water Reclamation Facilities.
- Cmmr. Neatherlin brought up the chip seal project on Grapeview Loop Road and a disgruntled citizen on North Shore Road.
- Jerry asked about increasing the speed limit on Belfair Tahuya Road from 45 mph to 50 mph. The Board will consider this request and asked that it be posed to the TIP-CAP.

Commissioner Discussion

- Cmmr. Drexler stated she has an appointment this afternoon at 3:15 p.m. and may have to leave the Support Services briefing. She is ok with the requests except for the 10% increase; Cmmr. Neatherlin's comment was that if the rules are relaxed for the reclassification requests, he wants to apply the same rules to other departments. Diane provided information on the contract management duties and a large part of that will fall to the Clerk of the Board.
Cmmr. Drexler noted she received an email from her daughter in law that talked about inappropriate comments from the Jail Chief that were made at last week's Commission meeting. Cmmr. Drexler will be writing a letter to the Sheriff. Jail staff was also there and the citizen didn't feel safe providing public testimony.
- Cmmr. Shutty attended the Risk Pool conference last week and the adopted rate increase is about 7.7% which means a \$120,000 assessment increase to Mason County. The assessment formula includes claims paid. The November Risk Pool meeting will be in Alderbrook. There is a new CRABoard director, John Koster. The LSC is starting to put together their 2018 agenda and asked for input.

BREAK

2:00 P.M. Executive Session – RCW 42.30.110 (1)(g) Performance of Public Employee
Commissioners Shutty, Drexler and Neatherlin met in Executive Session from 2:00 p.m. to 4:00 p.m. Commissioner Jeffreys was absent for a portion of this Executive Session.

3:30 P.M. Support Services – Frank Pinter

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Reclassification requests & request to fill vacant positions (due to Support Services restructure). The requests were reviewed and Cmmr. Neatherlin expressed concern with meeting the reclassification criteria because one of the criteria is not just more of the same workload. Reviewed positions and the added duties that will be assigned.
- Cmmr. Jeffreys suggested the Commission consider changing the reclassification policy such as the factor of the volume of same work and put parameters around that; what we mean by same level of work. Cmmr. Neatherlin suggested looking as these

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reclassifications as temporary and when additional staff is hired, look at the positions and duties. Cmmr. Shutty referred to the policy and it is very hard to quantify. Possibly change the criteria for work load level based on a position that has been eliminated; reclassification would be temporary.

- Reclassifications for the Clerk of the Board/Records Specialist and Personnel Analyst were approved to move forward.
- Request to post and fill the three positions that were developed in the restructure - Receptionist/Secretary; Financial Analyst and Budget Manager positions. Cmmr. Neatherlin is in favor of posting all three positions; Cmmr. Drexler is in favor of posting the Budget Manager and needs more information on other two positions; Cmmr. Shutty is in favor of posting the Budget Manager position and revisit the request on Monday.
- Auditor Karen Herr commented on the unfairness of how reclassifications are approved and provided history on reclassification requests in her office.

Adjourned at 5:38 p.m.

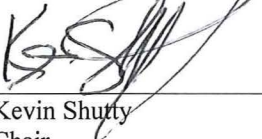
Tuesday, July 25, 2017


9:00 A.M. — Noon — ~~Executive Session — RCW 42.30.110 (1)(g) Director Performance Evaluations~~
rescheduled

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Kevin Shutty
Chair


Terri Drexler
Commissioner


Randy Neatherlin
Commissioner