

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of September 11, 2017**

Monday, September 11, 2017

9:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion

Commissioners Shutty, Drexler and Neatherlin met in Closed Session with Frank Pinter from 9:00 a.m. to 9:20 a.m. for a labor discussion.

9:20 A.M. Community Services – Dave Windom

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Director Windom provided information on impacts and response to the Hirst Decision. One idea is to charge per well for mitigation purposes. Dave stated there is a lot of angst with land owners and it appears to be affecting land values. Staff provided a draft Water Mitigation Planning Framework document. Staff is asking the Board how much more information is needed. Dave stated there are areas in the County, such as Harstine Island, that are not affected by the Hirst Decision. There is concern with a legal challenge and the issue is to how to move forward. Permits are being issued while a study is conducted. There is a request from Squaxin Island Tribe for a letter of support for funding from the BIA. Dave will draft a letter and present at next week's briefing.
- Paula Reeves provided information on the Comp Plan update. There is a public hearing on September 12 to issue the 60 day notice.
- Community Services is working with the Assessor's office on developing the policy for the Public Benefit Rating System.
- Kell Rowen presented information on the Shoreline Master Program/Critical Areas Ordinance update which will be presented at a public hearing on September 19. The Commissioners provided input.
- Cmmr. Neatherlin had a few items to review: complaint from property owner who has three RV's next door; Allyn Trailer Park who did some building work without obtaining permits and now needs to rectify and there is now a tiny house in the trailer park and the question is how to apply the Code.

10:15 A.M. BREAK

10:30 A.M. WSU Extension Office – Justin Smith

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Justin provided updates on the various programs in the Extension Office. He explained a new program they have developed that can track trends and be used in research to predict community resilience and build better policy. The 4-H Youth Program partnered with the Grays Harbor Fair. The Water Resources Associate, Eli Robinson, held a septic workshop.

11:00 A.M. Mason Transit Authority – Mike Oliver

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Mike Oliver requested a letter of support for Log Yard Road and SR3 intersection improvements that MTA is pursuing. The MTA Log Yard Road operational analysis report was provided to the Commission.

The Commissioners took a break from 11:05 a.m. to 11:30 a.m.

11:30 A.M. Enterprise for Equity- Lisa Smith

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Lisa Smith introduced small business owners who are Micro Enterprise Grant Recipients. The program provides business training to new business owners and there are loans available. The participants shared what they have learned from the program and stated the training and information provided have greatly helped their businesses. Due to these trainings, they have

developed relationships with various other local small business owners and can support one another. This training is at no cost to the participants because of the CDBG funding available.

Commissioner Discussion – there was no discussion.

The Commissioners recessed at 12:10 p.m.

#### BREAK – NOON

2:30 P.M.

Public Works – Jerry Hauth

Utilities & Waste Management

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Approval to move forward with the following items: purchase Sweeper equipment; all for bids for 2018 asphalt emulsion and chipseal aggregate; purchase a new Flygt replacement pump for the North Bay Trailer Park Lift Station.
- Staff requested the Board approve an agreement with Parametrix in the amount of \$88,894.04 to complete testing and analysis needed for Ecology to determine whether termination of post-closure activities at the Eells Hill Landfill is warranted. Ecology is requesting quarterly groundwater monitoring for the next two years, landfill gas monitoring, and another settlement survey of the landfill.
- Bart Stepp presented a draft request for proposal for privatization of Solid Waste System. This is in response to a discussion held on March 20, 2017 on flow control and/or privatization of the Solid Waste System. Cmmr. Shutty would like to hold off for now because there are other priorities and the budget process is just starting. Cmmr. Neatherlin supports moving forward with the RFP to see what the options may be. He would like the long haul portion separate. Cmmr. Drexler supports moving forward with the RFP. There are some capital improvements budgeted and they will proceed. The draft proposal's current schedule has the proposals due in April 2018. Staff will email a revised draft of the RFP.
- Mason County Garbage has requested the hours at the Eells Hill station be extended from 4 p.m. to 5 p.m. Staff presented five options for consideration with the recommendation to change the hours to 9 a.m. to 5 p.m. and open in Hoodsport on Sundays. The Commissioners requested staff provide information on customers who typically use the Transfer Station from 8 a.m. to 9 a.m.
- Jerry discussed a list of draft BST program for 2018. Cmmr. Neatherlin requested these roads be physically inspected.
- Brief discussion of Public Work's participation in excavating a local crime scene, at the Sheriff's request. The costs are being reimbursed.

3:15 P.M.

Support Services – Frank Pinter

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Diane reviewed the following calendar items: Elected Official/Director meeting on 9/19/17 at 1 p.m. in Chambers; MTA - Public Transportation Review Conference to review the composition of the MTA on Tuesday, September 26 @ 1 p.m.; Employee Appreciation on 10/3/17 at 2 p.m. at Colonial House. Regarding a meeting with the City of Shelton regarding the Latecomers Agreement - Commissioners Neatherlin and Shutty asked that Tim Whitehead be asked to meet with the City's attorney. Cmmr. Shutty requested a joint meeting be scheduled with the City of Shelton and the Port of Shelton and he will invite Representative Griffey. A possible date is October 17.
- 2018 Budget Workshop Objectives and Proposed Schedule  
Public hearing to certify levies must occur prior to November 30 (suggesting Nov 28)  
2018 budget hearing is Monday, December 4 (printed Commissioner preliminary budgets are due to the public on November 20 – 2 weeks prior to public hearing). The discussion was centered on a letter that Frank drafted for the Commissioners' consideration to send to departments requesting the departments resubmit their 2018 budgets and follow the Budget Guidelines which requested a reduction in the 2018 preliminary budgets. The submitted 2018 requests exceed the revenue by \$5M. Cmmr. Neatherlin suggested adding language that would penalize those departments that do not comply with the guidelines. Part of this discussion was what to do with the revenues if the levy

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lid lift proposition is passed in November. Commissioners Neatherlin and Drexler were not comfortable dedicating the levy lid lift revenue to only public safety/criminal justice offices. The Commissioners requested additional time to determine what information to include in the letter.

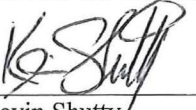
- The Commissioners approved moving forward with the following Board appointments: Lewis-Mason-Thurston Area Agency on Aging, Ida Sevier; Housing Authority, John Bolender.
- 2017 Budget Supplemental Requests from Public Defense and District Court was delayed because Frank has more information to include.
- Review of resolution amending Current Expense Reserve Balance to 12%-15% of previous year's expenditures and establishing other reserves. Frank will bring back to next week's briefing.
- Cmmr. Neatherlin asked that Community Development bring forward the applicants to fill the vacancy on the Planning Advisory Commission.

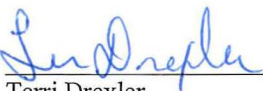
Commissioner Discussion – there was no discussion.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

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

  
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Terri Drexler  
Commissioner

  
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Randy Neatherlin  
Commissioner