

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

Monday, November 20, 2017

- 9:00 A.M. Executive Session RCW 42.30.110 (1)(i) Potential Litigation
Commissioners Shutty, Drexler and Neatherlin met in Executive Session from 9:00 a.m. to 9:40 a.m. with Tim Whitehead, Chief Deputy Prosecuting attorney and Paula Reeves.
- 9:30 A.M. Community Services – Paula Reeves
Commissioners Shutty, Drexler and Neatherlin were in attendance.
- Paula reviewed the process for the annual update of the Mason County Comprehensive Plan and Amendments. A public hearing is scheduled on December 5, 2017. The various elements were reviewed.
 - Michael MacSems presented a news release announcing the Winter 2018 Mason /County Heritage Grant cycle that will be placed on the agenda.
 - A request to add Jarrell's Cove Cemetery on Harstine Island to the Mason County Historic Registry to move forward.
 - Public Benefit Rating System will be rescheduled to the new year. This is a discussion item for the Planning Advisory Commission tonight and the Board commented on what information they are looking for from the PAC. The policy can be adopted in 2018. Cmmr. Shutty suggested this be included in a 2018 joint meeting with the PAC.
- 10:15 A.M. TIP CAP Recommendations
Commissioners Shutty, Drexler and Neatherlin were in attendance.
- Several TIP-CAP members briefed the Commissioners on the proposed 6-year Transportation Improvement Plan for years 2018-2023.
 - Mary Jo Cady, TIP CAP member, provided history on the Traffic Diversion which started when she was in office (Commissioner) and during that time there was very little road construction due to various environmental constraints. When the Traffic Diversion started it was budgeted at \$200,000 and the Commission required proof of how it was spent. She voiced concern with the Traffic Diversion now being \$1.5M and the Road Fund amount is diminishing. She suggested the .3 cents sales tax be directed to the Sheriff. She stated there are public safety road projects that have not been done and there have been no new roads built for a long time. In the TIP, there is the Belfair Connector project and there are other road maintenance projects that are being delayed due to lack of road funding.
 - The TIP-CAP members voiced concern with the amount of Traffic Diversion and the impact to the Road Fund. They understand the Sheriff needs funding and suggested the public safety sales tax (3/10 of 1%). They also questioned where does this funding show in the budget.
 - There are specific Road Deputies funded with the Traffic Diversion.
 - TIP-CAP has recommended revisions to the 2018 Annual Construction Program and 6-Year TIP for years 2018-2023: Renaming the Belfair Connector project (dropping the word "study"); accelerating the schedule for the Belfair Connector schedule and the Belfair Area Sidewalk project. They expect Public Works to present information on legal considerations and anticipated cost to establish rights-of-way for Wheelright, Wade and Masterson streets in Allyn. The public hearing is scheduled on November 28.
 - Road preservation and new road construction was discussed.
- 10:55 A.M. BREAK
- 11:00 A.M. Support Services – Frank Pinter
Commissioners Shutty, Drexler and Neatherlin were in attendance.
- Advisory Board applicants:

Three applicants to the Lodging Tax Advisory Board - Stephanie Rowland, spender; Nathan Welch and Greg Oldham, generators. If Board chooses to appoint, must be a spender and generator.

Two applicants to the Civil Service – Danielle Skeeters-Lindsey; Mathew Davis
Timberland Regional Library Board of Trustees – Brenda Hirschi

Diane will schedule interviews for all applicants except for Stephanie because the Board is good with appointing her to LTAC but they also need to appoint a generator.

- Final 2017 budget amendments – need to set hearing for December 19. Amendments include, but not limited to, additional revenue to Clerk's office; budget authority for refinancing LTGO bonds; Veterans Assistance Fund adjustment; additional REET 2 funding to Belfair Sewer; a request from the Sheriff's office that was originally sent earlier this year and resubmitted this past Friday. The Board requested additional detail on the Sheriff's request and Frank will bring back information next Monday. The hearing will be scheduled on December 19 without the Sheriff's Office request and the Board may amend the request after Monday's briefing.

11:30 A.M.

Sheriff's Office - Chief Hansen

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Chief Hanson stated he included language in his summary form that says when the jail population would be outsourced for exigent circumstances which could include an unexpected, uncontrolled, and emergency inmate population surge or a planned or unplanned physical building problem which result in unsafe working conditions for staff or unsafe living conditions for inmates.

Cmmr. Drexler stated there is no funding for outsourcing in the Sheriff's preliminary 2018 budget; she has concern because it is not budgeted and that budget line has been over spent in the past; the Commissioners are looking for safeguards on how this would be paid without a budget supplement. Could they be made aware of when the costs are accruing.

Chief Hansen believes it would be prudent to come before the Board if there are costs accruing.

Undersheriff Barrett stated if the concern is does the Board have a voice for supplemental costs, they have used outsourcing for exigent circumstances and during the remodel the Sheriff's office informed the Board of the jail population on a regular basis; it comes back to what does the Board want; he sees this contract as a "spare tire" to use in an emergency situation.

Cmmr. Neatherlin stated if the agreement has a conditional permission to use the agreement he is ok to move it forward for an emergency situation. He suggested there be an approval from the Commission via Emergency Management.

Undersheriff Barrett pointed out they can hold an inmate for 72 hours in a boat and it could happen over the weekend.

Cmmr. Shutty stated this is actually two items - an agreement with Lewis County and how to have a framework so it's understood when and how the agreement is utilized.

The jail has not been outsourcing inmates in 2017 because there is a jail cap.

Cmmr. Neatherlin suggested an agreement with the Sheriff stating there would be no supplemental appropriation to fund the agreement.

Undersheriff Barrett pointed out they cannot control certain costs such as jail outsourcing due to an emergency or inmate medical costs and they would not agree to any memorandum committing to these costs.

There was discussion of how to move this agreement forward. There could be two steps – the existing agreement with Lewis County and an internal policy of how to implement the agreement. Frank was directed to work with Chief Hansen to draft an internal policy to bring forward.

Commissioner Discussion

- Cmmr. Drexler stated the County will be receiving in 2018 \$150K from Behavioral Health Services. She has met with Public Defense and Judge Sheldon to discuss the

possibility to use it for pre-trial services. Cmmr. Drexler would like to create a program and define where the money will come in and go out to. Chief Hansen has also submitted a request for additional funding for inmate mental health services. There are other service gaps this funding could be used for. She asked for input from the Commissioners. Cmmr. Neatherlin stated he supports Therapeutic Courts and Jail with information on how it would be used.

Frank stated it could be receipted into the Mental Health Fund in a separate program and then the Board budget it for programs in 2018.

Cmmr. Drexler pointed out this funding is probably not sustainable; it is a spend-down of a reserve.

There was discussion that pre-trial services would require another staff person and concern that additional space is needed for whichever program is funded. Pre-trial services were discussed and Cmmr. Drexler shared how Thurston County runs their program.

Frank voiced concern if a program is created or expanded without sustainable funding, the Board needs to be prepared to cancel the program or find funding.

Cmmr. Shutty stated this should be part of a bigger discussion with the Courts and how to best utilize the \$150,000.

Cmmr. Shutty reviewed what was covered in the WSAC meeting he attended last week which included a discussion of Hirst decision and county funding for state mandates.

Cmmr. Drexler brought up the \$5,200 special assessment for litigation/communication services from WSAC. There is concern how this would be used. This has not been brought up at LSC.

BREAK – NOON

2:00 P.M.

Public Works – Jerry Hauth

Utilities & Waste Management

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- For November 28 agenda: News release for Solid Waste Facility & Drop Box Station rate increase; ILA with City of Bremerton; 2018 Annual Construction Program and 2018-2023 Six-Year Transportation Improvement Program hearings.
- Kevin Schmelzlen has resigned from the SWAC.
- Loretta reviewed the proposed changes to the Annual Construction Program and TIP as recommended by TIP-CAP.
- Jerry reported on a recent CRAB meeting and noted that Thurston County lost \$4M from RAP funds due to mis-use of Traffic Diversion.
- Jerry presented a cash flow analysis of the Road Fund.
- There is a required certification for the Sheriff to sign for use of Road Funds that will be circulated.
- Cyndi Ticknor presented a report on Sheriff's vehicles which includes leased vehicles; 8 F150 pickup trucks are being leased in 2018 (not ER&R). For pursuit vehicles, the standard is to not exceed 150,000 miles; for non-pursuit vehicles, there is no mileage guideline, it's based on the vehicle condition. There was discussion of the total number of vehicles and how many are necessary. Cyndi will review the list with Chief Osterhout to identify the pursuit vehicles.

Commissioner Discussion

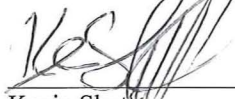
Frank reviewed a MOU from the Deputy Guild requesting patrol vehicles be replaced at 110,000 miles; spare vehicles at 125,000 vehicles; Cmmr. Neatherlin stated this should be brought forward in their labor contract bargaining process; Frank stated the labor contracts do not address vehicle specifics. Frank will contact the Deputies Guild. This request needs to be negotiated as part of the labor negotiation process.

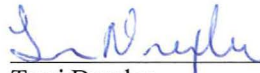
Mason County Commission Briefing Meeting Minutes
November 20, 2017

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS



Kevin Shuffy
Chair

Terri Drexler
Commissioner

Randy Neatherlin
Commissioner