

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

Monday, December 11, 2017

9:00 A.M. Support Services – Frank Pinter

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Review of the 2018 Board assignments for the Commissioners. Cmmr. Shutty sits on the Legislative Steering Committee (LSC); otherwise the assignments stay the same as 2017. The Chair and Vice-Chair is selected at the first business meeting in January.
- The letters soliciting elected officials to sit on the MTA are being mailed out.
- Frank reviewed the November 2018 financials. There are still cash flow concerns.
- To allow time for Commissioners Drexler and Neatherlin to review their proposed 2018 budget proposals with Frank, the WSU Extension briefing will be rescheduled.

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9:30 A.M. Community Services – Dave Windom

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Review of the draft 2018 Long Range Planning Work Program. This will be presented to the Commissioners in January for approval. #12 Septic-Update Opportunities will be moved to a discussion; the Public Benefit Rating System will be an agenda item for a joint Commission/PAC meeting in the new year.
- A briefing will be scheduled early January to discuss a water master plan to address water availability and mitigation.
- An ordinance will be adopted adding a technology fee (2% on county development permits and a \$5 convenience surcharge for permits that may be printed from an online source).
- Review of the Plat of Lake Land Village 14 that is ready for final plat approval. Concern with capacity issues with North Bay wastewater system that could impact future plats. The final plat will be placed on the agenda.

10:00 A.M. BREAK

10:20 A.M. Public Works – Jerry Hauth

Utilities & Waste Management

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Cash drawers will be increased for the Hoodspoint Drop Box Station and a resolution will be placed on the agenda.
- A hearing will be set for Private Line Occupancy permit for Sharron Boepple.
- Confirmation that the Eels Hill transfer station hours will be changed to 8 am. to 5 p.m. Bart will issue a news release.
- The new County Engineer, John Huestis, will be introduced at tomorrow's meeting.
- Brief discussion of Skokomish Valley and the status of the General Investigation Study.
- Cmmr. Neatherlin asked Public Works to look into jake brake usage coming into Mason County on Old Belfair Highway. Jerry noted that all jake brakes are supposed to be muffled; Public Works can post.

10:45 A.M. WSU Extension Office – Justin Smith – Rescheduled to December 19

11:00 A.M. 2018 Budget Workshop

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Frank presented 2018 proposed budgets: The Current Expense is at \$37,632,578: At 11/27/17 it was adjusted to \$36,966,302; he then presented a budget proposal from each Commissioner showing the variances from the proposed budget as it sits. Cmmr. Neatherlin's proposal is \$36,026,203; Cmmr. Drexler's proposal is \$36,526,203 and Cmmr. Shutty's proposal is \$37,581,203.

It was noted that Mason County's credit rating has been downgraded from an AA- negative to an A+ with a negative outlook.

Levies were adopted at the end of November; recertification will be needed if there is no shift and if the Diversion amount is changed.

Cmmr. Neatherlin stated he is flexible with offsetting the Sheriff's budget with the increase in City jail contract; is ok with \$150K from Road Fund to be used for vehicles; he will support a Levy shift only to build ending fund balance (EFB).

Discussion of the impact to the Prosecuting Attorney's budget. With a \$68,330 budget reduction they could reduce one of the Deputy Prosecutor's to a level one. Cmmr. Drexler and Shutty are concerned with civil liability and wants to be certain we have adequate staff in that office.

Judge Meadows noted that revenues need to be reduced for traffic fines.

Cmmr. Neatherlin talked about the risk of adjusting revenues. The Commissioners reviewed the various revenues.

Cmmr. Drexler spoke to her proposal for the Sheriff's office based on discussions with Sheriff staff. She understands there will be some natural attrition in 2018 and she wants to keep the newer deputies who have completed training.

Cmmr. Neatherlin expressed concern with past history with Sheriff's office and trust of spending money as agreed upon.

Cmmr. Drexler is willing to trust the Sheriff's office once more; she is not in favor of purchasing new vehicles.

Cmmr. Shutty noted there will be a citizen's advisory board in 2018. He does support a levy shift and stands behind his proposed revenue of \$37,581,203.

Public Defense – Cmmr. Drexler stated this is a department the Commissioners manage; we don't know the caseload at this point and is comfortable with a mid-year adjustment, if necessary.

Superior Court – Cmmr. Drexler stated she understands the budget reductions are proposed to be a maintenance contract, loss of transcription services, loss of family law facilitator time and reduction of judge prep time which aren't compelling enough for her. She understands civil cases may be delayed but the citizens have said to reduce the budget.

Cmmr. Neatherlin agreed to the OPD budget as proposed by Cmmr. Drexler.

Agreement by at least two Commissioners for the following: increase the Road Levy by only 1%; no levy shift; increase Diversion to Traffic Policing by \$500K.

That brings the revenue to \$36,526,203 a \$440K reduction from the 11/27/17 proposal. The various expenditures were reviewed and Frank believes it is now very close to balanced. Frank will double check the numbers and there is a budget workshop scheduled at 10 a.m. tomorrow. Frank will need an immediate response from the Departments and Elected Officials for their 2018 budget detail to put into MUNIS and it was suggested the Departments start working on their budgets now.

Commissioner Discussion – there was no discussion.

The meeting adjourned at 12:40 p.m.

Tuesday, December 12, 2017

10:00 A.M. 2018 Budget Workshop

Commissioners Shutty, Drexler and Neatherlin were in attendance.

- Frank provided an updated status of the 2018 Current Expense Budget showing the expenditures exceed revenues by \$245,600. He asked how to treat the \$95K additional revenue from the City Jail contract and \$150K from BHO for jail inmate mental health services. Yesterday Frank heard consensus to reduce the amount of cuts requested from Sheriff; he asked is the \$245K to be used to reduce cuts or leave out of his calculations.

The Board reviewed the buy backs presented in the December 12 budget document.

Office of Public Defense – Cmmr. Drexler wanted it to be at \$60K buy back (reduce by \$140K) acknowledging that office may need to request additional funding, depending on case load. After discussion, Commissioners Drexler and Neatherlin concurred with leaving buy back for OPD at \$140K.



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December 11, 2017

Treasurer's \$65K buy back – Cmmr. Neatherlin doesn't support this and believes she can make do with what she had; consensus to remove the \$65K buyback for Treasurer.

Reduce Clerk's buy back to \$75,000 – Commissioners Drexler and Neatherlin concurred.

Cmmr. Drexler supports increasing the Traffic Diversion from \$550K to 660K Diversion; Cmmr. Neatherlin doesn't support increasing the Traffic Diversion. Cmmr. Shutty will support and asked what that does to certifying the levies. Cmmr. Neatherlin stated he may voice his objections but will support the certification process.

Frank requested budget detail from departments by Thursday and he will then review the budget detail over the weekend. The 2018 budget will be presented for adoption on Tuesday, December 19.

Total buy back for Sheriff is currently at \$905K.

The proposed budget does not purchase any vehicles.

The Commissioners concurred to create a new citizen committee in the new year. Cmmr. Drexler understands this is an opportunity to review the budgets line by line to determine fiscal sustainability with a potential recommendation.

Cmmr. Neatherlin supports having staff propose how to put together a committee and how it will be monitored.

Cmmr. Drexler also asked for recommendations from the League of Women Voters.

Cmmr. Shutty would like to come back with a scope in the new year. Take the Commissioners' vision along with staff and outline the process. The point is to engage the broader community.

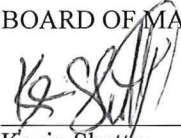
Cmmr. Drexler believes the committee's make up should consider credentials of the committee members. Cmmr. Neatherlin agreed because the focus should be on the budget numbers. Cmmr. Shutty disagreed; he thinks there are a lot of commonalities in our County, but there are unique needs in different parts of the county; he wants to consider the needs of outlying areas of the county.

The meeting adjourned at 10:28 a.m.


Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

  
Kevin Shutty  
Chair

  
Terri Drexler  
Commissioner

  
Randy Neatherlin  
Commissioner