

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

December 28, 2010

1. Call to Order – The Chairperson called the regular meeting to order at 9:02 a.m.
2. Pledge of Allegiance – Commissioner Gallagher led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Lynda Ring Erickson; Commissioner District 2 – Tim Sheldon; Commissioner District 3 – Ross Gallagher.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 Randy Netherlin is seeking appointment to the Tip Cap Committee.
 - 4.1.2 Belfair Water District wishes to seek partnership with Mason County for the US Department of Housing and Urban Development Community Block Grant.
 - 4.1.3 The Washington State Liquor Control Board sent notice that Robin Hood Village is discontinuing sales and service of liquor.
 - 4.1.4 The Mason County Treasurer sent a list of financial institutions which are qualified public depositaries designated by the Treasurer.
 - 4.1.5 Ida Sevier wishes to seek reappointment to the Lewis-Mason-Thurston Area Agency on Aging.
 - 4.1.6 Olympic Region Clean Air Agency (ORCAA) sent a public notice of hearing for January 31, 2011 at 1:00 and 6:00 p.m. to gather testimony regarding air quality concerns associated with ADAGE's proposed project.
 - 4.2 News Release – Shoreline Technical Advisory Committee. LaJane Schopfer read a news release announcing that Mason County and the City of Shelton are seeking members for an advisory committee on technical issues related to shoreline management.
 - 4.3 News Release – Shoreline Citizen Advisory Committee. LaJane Schopfer read a news release announcing that Mason County is seeking members for a citizen advisory committee on policy issues related to shoreline management.
 - 4.4 Staff Recognition - Utilities and Waste Management.
 - 4.4.1 A green star was presented by Emmett Dobey, Department of Utilities and Waste, to David Baker, Department of Utilities and Waste. Mr. Dobey read a letter from a class of school children thanking Mr. Baker for the recycling presentation that he did.
 - 4.4.2 Green stars were presented by Emmett Dobey to Tom Ryan and Tom Fisher for the landscaping labor that they did around the Rustlewood treatment plant. Mr. Dobey read a letter received from Bill and Loraine Miller thanking them for their efforts.
5. Open Forum for Citizen Input –None
6. Adoption of Agenda - **Cmmr. Ring Erickson/Sheldon moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; S-aye; G-aye.**
7. Approval of Minutes – December 13 briefing meeting minutes, December 7 and 14 regular meeting minutes.

Cmmr. Sheldon/Ring Erickson moved and seconded to approve. Motion carried unanimously. RE-aye; S-aye; G-aye.
8. Approval of Action Agenda:
 - 8.1 Approval to reappoint Elizabeth Jahnke to the Mason County Historic Preservation Commission for a three-year term ending in November 2013.

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- 8.2 Approval to reappoint Valerie Johnson to the Mason County Historic Preservation Commission for a three-year term ending in December 2013.
- 8.3 Approval to reappoint Frank Benavente to the Mason County Historic Preservation Commission for a three-year term ending in November 2013.
- 8.4 Approval of the 2011 grant agreements to the following agencies that are approved in the Mason County Homeless Plan and are funded from the Homeless Prevention Fund (#2163):
Community Action Council - \$25,000 for .5 FTE benefits coordinator; \$15,000 for case managed utility assistance; \$40,000 to preserve 89 low-income housing units; and \$5,000 for general water assistance for small systems.
Education Service District - \$25,000 for .5 FTE family support services for summer months and \$40,253 to be used as follows: \$10,000 for college bound field trips to higher education sites and \$30,253 for a .5 FTE Homeless Advocate.
Heart for the Homeless - \$31,000 to be used as \$16,500 for .5 staff, \$10,000 rental subsidy for clients, and \$4,500 in administrative support.
Mason County Dental Clinic - \$15,000 for tooth-ache clinic for low-income uninsured and \$5,000 for dentures for employable homeless.
Mason County Housing Authority - \$18,240 for rental assistance for four units.
Mason County Shelter - \$25,000 for .63 FTE housing specialist; \$25,000 for heating unit for low-income housing; \$10,000 for homeless coordinator position; and \$110,000 for rental assistance safety net.
North Mason County Resources - \$25,000 to be used as follows: \$13,000 operating expenses, \$10,000 for .4 FTE Homeless Benefits Coordinator position and \$2,000 for Outreach services.
Skookum Rotary - \$5,000 for Establishment of Host Family Housing project for youth.
St David's Church - \$33,000 for .8 FTE homeless advocate for single adults.
St David's Church - \$7,000 to remodel shower used by homeless adults.
Turning Pointe - \$25,000 for .86 FTE housing specialist.
United Way - \$10,000 to implement asset development plan.
- 8.5 Approval of the 2011 grant agreements to the following agencies that are approved in the Mason County Homeless Plan and are funded from the Affordable Housing Fund (#2060):
Mason County Shelter - \$32,335 for general shelter operations and \$20,000 to be used as a matching grant for the Community Development Block Grant in partnership with the City of Shelton to build a new emergency shelter for families.
St David's Church - \$10,000 for general shelter operations for single adults and \$7,000 for general operations for homeless ministry.
Turning Pointe - \$15,000 for general shelter operations.
- 8.6 Approval of the contract amendment between the Washington State Administrative office of the Courts (AOC) and Mason County Juvenile Court reducing the amount available for reimbursement by \$4,696 to a maximum amount of \$144,696. This is for services associated with Truancy Petitions, At-Risk Youth Petitions, and Child in Need of Services Petitions.
- 8.7 Approval of Amendment #10 between Mason County Health and Mason Matters for \$25,000 which is an on-going contract and is budgeted. Mason Matters provides Mason County with assessment and analysis on the health of Mason County.
- 8.8 Approval of the Group Master Application from Regence BlueShield for the 2011 Deputy Sheriff's Guild medical coverage.
- 8.9 Approval to award lodging tax dollars as recommended by the Lodging Tax Advisory Committee (LTAC) for the following 2011 tourism related events: Hood Canal Adventures -- Geocache Bash \$6,000.00; North Mason Chamber of Commerce -- North Mason Visitor Information Center \$35,000.00; Allyn Community Assoc. -- Allyn Days \$5,000.00; Allyn Community Assoc. -- Allyn Geoduck Festival \$2,000.00; Save Our County's Kids -- Old Time Fiddlers Fest \$1,500.00; Kristmas Town Kiwanis -- Bluegrass from the Forest \$3,000.00; Mason Area Fair -- Mason Area Fair \$6,000.00; Shelton Mason County Chamber of Commerce -- Shelton and Hoodspport Visitor

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- Information Centers \$38,990.00; North Mason Rotary -- Taste of Hood Canal up to \$5,000.00 (\$2,000 for a 1-day event or \$5,000 for a 2-day event) Total recommended by LTAC \$102,490.00; approval of denial of awarding lodging tax dollars as recommended by the Lodging Tax Advisory Committee (LTAC) for the following 2011 tourism related events: South Mason Youth Soccer Assoc. -- SMYSA Kickoff -- Deny; Northwest Travel Deals -- Mason County Marketing Program -- Deny.
- 8.10 Approval to appoint Sheena Kaas to Solid Waste Advisory Committee for a three year term.
- 8.11 Approval of the resolution setting a budget hearing for the 2011 budget on Tuesday, February 1, 2011 at 9:30 a.m. for the following:
Probation Services Drug Court -- \$7,500 supplemental appropriation from Criminal Justice Treatment Account (CJTA).
District Court - \$15,350 budget transfer from Current Expense Ending Fund Balance for Court Commissioner.
Utilities & Waste Management - \$12,500 budget transfer from Utilities Fund Ending Fund Balance to staff wages for additional staff one day a week. **Resolution 109-10 (Exhibit A)**
- 8.12 Approval of Warrants
- | | | |
|----------------------|--------------------------|----------------|
| Claims Clearing Fund | Warrant #s 181795-182302 | \$1,359,117.43 |
| Salary Clearing Fund | Warrant #s 4245-4301 | \$ 310,026.09 |
| Direct Deposit Fund | Deposit #s 26181-26546 | \$ 577,282.13 |
- 8.13 Approval of Amendment #1 to Contract 1063-93585 between the Department of Social and Health Services and Mason County Public Health for a reduction of \$1,099.22 for the Early Family Support Services program. This amendment was not anticipated in the 2011 budget and adjustments will have to be made.
- 8.14 Approval of Amendment #1 to Contract 1063-93589 between the Department of Social and Health Services and Mason County Public Health for a reduction of \$2,456.96 for the Health Early Intervention Program. This amendment was not anticipated in the 2011 budget and adjustments will have to be made.
- 8.15 Approval of the \$5,500 2011 budget transfer from Current Expense Ending Fund Balance to the Auditor's office, Chief Financial Manager salary line. A salary increase for this position was approved at the December 21st Commission meeting.

Cmmr. Ring Erickson/Sheldon moved and seconded to approve Action items 8.1, 8.2, 8.4 through 8.10, amending item 8.11 to remove Department of Community Development's budget transfer of \$2,500.00, and approve items 8.12 through 8.14. Motion carried unanimously. RE-aye; S-aye; G-aye.

Item 8.3

Cmmr. Sheldon commented that he requested a review with the Washington State Auditor in February 2009 and received a letter back from them. The Auditor concluded that several of the Commissioners, including Mr. Benavente had violated particular RCWs. Mr. Benavente was overpaid during for his duties as a Commissioner at the Port of Hoodspport for many days. He no longer serves on that board but still has not paid back the money that the State Auditor requested. Commissioner Sheldon feels that it is an issue of community trust.

Cmmr. Ring Erickson commented that she preferred to reopen the position to the public to try and get more of a variety of citizens to serve on the Board since Mr. Benavente already serves on the Parks and Transportation Advisory Board.

Cmmr. Gallagher commented that he is aware of the previous court actions and that he attends the Historic Preservation meetings as well and that Mr. Benavente contributes to those meetings in a good way.

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Cmmr. Sheldon/Ring Erickson moved and seconded to deny approval of item 8.3 of Frank Benavente for a three-year term to the Mason County Historic Preservation Action items 8.3 Motion carried unanimously. RE-aye; S-aye; G-nay.

Item 8.6

Toni Sheldon, Superior Court Judge, commented that the program from the State includes truancy petitions, youth at risk petitions, and child in need of services actions. The total of funds is divided between Juvenile Court, Superior Court, Clerk's office and the Prosecutor's office. Each one of the budgets for those departments will be impacted in an amount that is yet to be decided.

Item 8.7

Cmmr. Ring Erickson inquired whether or not the contract was updated to reflect the new Health Director.

Vicki Kirkpatrick, Department of Public Health, responded that the hard copy has been resubmitted with the correction made.

Item 8.9

Theresia Ehrich, Department of Auditor, asked why the committee denied the South Mason Youth Soccer Association (SMYSA).

Cmmr. Gallagher responded that the SMYSA submitted the budget with surplus money. The Committee felt that the surplus funds left over were enough. He added that Northwest Travel is similar in that the two chambers are combined.

Item 8.11

Toni Sheldon, Superior Court Judge, commented on the request made by Pat Swartos for additional funding. Superior Court depends on the Clerk's Office's administrative duties. Ms. Swartos indicated that she had put in a budget request and believed it would be listed in 8.11 with the others. She asked that the Commissioners look at the process so when someone puts in a request it on the agenda. She added that the Commissioners approved a movement going forward for Courthouse security. Mike Rutter was directed to begin the process of getting the equipment and remodel. They had believed the courthouse security item would be added to 8.11 as well. She asked for an additional opportunity for another request for discussion.

Cmmr. Gallagher commented that he advocated in the briefing yesterday for the Clerk's and courthouse security additional funding. He pointed out that there is still adequate time since the motion is set for February 1st, 2011 for public notice if the Commission sees fit to add the items to the February 1st hearing.

Cmmr. Sheldon commented that he, along with Commissioner Ring Erickson, had asked for a letter from the Clerk to receive more information.

Cmmr. Ring Erickson commented that there was a memo that went out instructing departments to stay within certain parameters and feels there may be some confusion on the Clerk's part. She thinks there needs to be a discussion to thoroughly go through the aspects of the budget with the Clerk's office. She commented that they were very clear about not increasing department budgets and that

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the Commissioners approved a 2011 budget that has been close to meeting those goals. She added that they were clear during the workshops that anything that would be considered a supplemental or an addition to a budget would be considered in a different hearing.

Item 8.15

Cmmr. Ring Erickson commented that the position was one that was expanded in terms of its scope of responsibilities when the County staffing was reduced and the position of County Budget and Finance Director was terminated. She thinks it is consistent with the research that was done in regard to salaries paid in similar counties for similar kinds of work.

Cmmr. Ring Erickson/Gallagher moved and seconded to approve Action item 8.15. Motion carried unanimously. RE-aye; S-nay; G-aye.

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time.

- 9.1 Public hearing to consider a \$100,000 2010 Budget Transfer for Sheriff's Office Operations.

Sheriff Casey Salisbury reported that his department briefed the Board regarding the \$100,000.00 transfer during the year 2010. They plan their budget based on the numbers that they were given for that year. Partway during the year, the County agreed with contract agreements with the jail and the Sheriff's deputies, and as a result of that, those numbers had changed the budget for overtime expenditures. They had agreed with the Commission early on that they would do their best to absorb what they could in their budget. As a result of those actions, that is what prompted the \$100,000.00 request.

Public Testimony-None

Public Comment

Cmmr. Sheldon stated that he thought the Sheriff's office had done a good job of staying within that budget. He added that it is tough to get to the end of the year taking care of normal business, especially with labor contracts.

Cmmr. Ring Erickson thanked the Sheriff office and their staff for keeping the Commissioners up to date and informed of their budget. She feels it is a good stewardship of public dollars to handle it that way.

Cmmr. Ring Erickson/Sheldon moved and seconded to approve item 9.1. Motion carried unanimously. RE-aye; S-aye; G-aye.

10. Other Business (Department Heads and Elected Officials) –

Cmmr. Sheldon noted that he looks forward to working with the new Commissioner elect Jerry Lingle.

Theresia Ehrich, Department of Auditor, thanked the Commissioners for acknowledging the fact that help was needed in the Auditor's office. She read from the minutes of July 27, 2009 Commissioners' meeting. She also read a memorandum dated July 21, 2009.

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Charlie Butros, Department of Public Works, made an announcement that the North Shore and Sand Hill Roads are both open for through traffic after being closed due to the December 11th storms. There is still work being done to the roads.


Cmmr. Gallagher commented that it had been an honor to serve Mason County and that he had wanted to be a Commissioner for 22 years. He thinks that being elected Commissioner is a gift from the people. He stated that Mason County is a great County along with its employees. He met hundreds of citizens at hundreds of meetings in his years as Commissioner. He feels he has made an impact and he thanked everyone.

Cmmr. Sheldon commented there are very few people that get the opportunity to serve Mason County and he thinks that Commissioner Gallagher did an outstanding job and was involved in the community. He stated that Commissioner Gallagher came to work every day and worked hard. He represented Mason County well on several Boards and Commissions as well.

Cmmr. Ring Erickson commented that Commissioner Gallagher would be missed around the County offices. He is thoughtful and kind, and that the Department heads always felt like they could come to him for anything. Given his long history of service in the community, he will undoubtedly continue to be involved.

11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.
12. Adjournment - The meeting adjourned at 10:06.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON



Ross Gallagher, Chair *Seamy K. Ling*

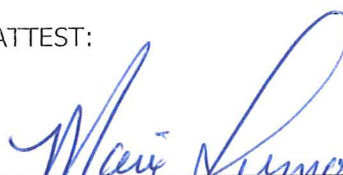


Lynda Ring Erickson, Commissioner
Chair



Tim Sheldon, Commissioner

ATTEST:



Shannon Goudy, Clerk of the Board

RESOLUTION NO. 109-10
2011 BUDGET

SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFER - NOTICE OF HEARING

WHEREAS, by reason of conditions which could not be reasonably foreseen at the time of making the budget for the year 2011, it is necessary to make provision for a supplemental appropriation/ budget transfer to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

Probation Services Drug Court – \$7,500 supplemental appropriation from Criminal Justice Treatment Account (CJTA).

District Court - \$15,350 budget transfer Current Expense Ending Fund Budgeted Balance for Court Commissioner.

Combined Utilities Administration - \$12,500 budget transfer from Combined Utilities Ending Fund Budgeted Balance to staff wages for additional staff one day a week.

THEREFORE, BE IT RESOLVED BY THE Board of Mason County Commissioners:

That the 1st day of February, 2011 at the hour of 9:30 a.m. in the Mason County Commissioners Chambers in Courthouse Building I, 411 North Fifth Street, Shelton, Washington, is hereby fixed as the time and place for a public hearing upon the matter of a supplemental appropriation/budget transfer to the 2011 Budget as follows:

Probation Services Drug Court – \$7,500 supplemental appropriation.

District Court - \$15,350 budget transfer from Current Expense Ending Fund Budgeted Balance.

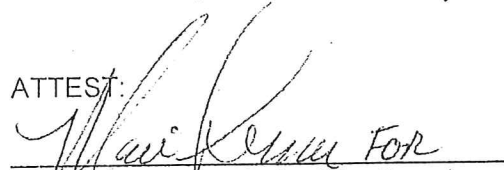
Combined Utilities Administration- \$12,500 budget transfer from Combined Utilities Fund Ending Fund Budgeted Balance.

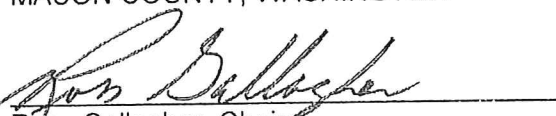
The Clerk of the Board is hereby authorized, empowered, and directed to cause notice of such hearing to be published as provided by law.

DATED this 28th day of December, 2010.

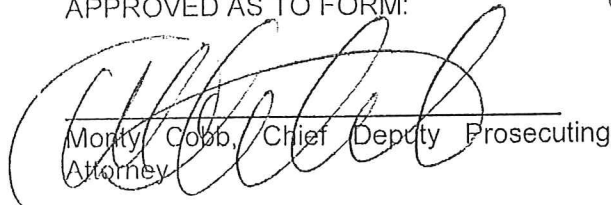
BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

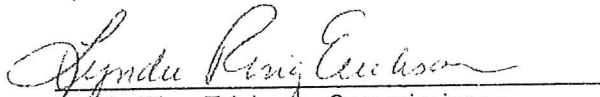
ATTEST:


Shannon Goudy, Clerk of the Board


Ross Gallagher, Chair

APPROVED AS TO FORM:


Morty Cobb, Chief Deputy Prosecuting Attorney


Lynda Ring Erickson, Commissioner


Tim Sheldon, Commissioner

C: Chief Financial Manager
Treasurer

Publish 2x 1/6/2011 & 1/13/2011 – bill to Mason County Commissioners, 411 North 5th Street, Shelton

EXHIBIT A

RESOLUTION NO. 109-10
2011 BUDGET

SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFER - NOTICE OF HEARING

WHEREAS, by reason of conditions which could not be reasonably foreseen at the time of making the budget for the year 2011, it is necessary to make provision for a supplemental appropriation/ budget transfer to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

Probation Services Drug Court – \$7,500 supplemental appropriation from Criminal Justice Treatment Account (CJTA).

District Court - \$15,350 budget transfer Current Expense Ending Fund Budgeted Balance for Court Commissioner.

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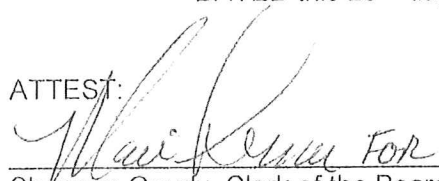
Combined Utilities Administration- \$12,500 budget transfer from Combined Utilities Fund Ending Fund Budgeted Balance.

The Clerk of the Board is hereby authorized, empowered, and directed to cause notice of such hearing to be published as provided by law.

DATED this 28th day of December, 2010.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON


ATTEST:


Shannon Goudy, Clerk of the Board


Ross Gallagher, Chair

APPROVED AS TO FORM:


Monty Cobb, Chief Deputy Prosecuting
Attorney


Lynda Ring Erickson, Commissioner


Tim Sheldon, Commissioner

C: Chief Financial Manager
Treasurer

Publish 2x 1/6/2011 & 1/13/2011 – bill to Mason County Commissioners, 411 North 5th Street, Shelton

EXHIBIT A