#### **BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**

#### May 3, 2011

- 1. Call to Order The Chairperson called the regular meeting to order at 9:01 a.m.
- 2. Pledge of Allegiance Andrew Graham led the flag salute.
- 3. Roll Call Present: Commissioner District 1 Lynda Ring Erickson; Commissioner District 3 Jerry Lingle. Absent: Commissioner District 2 Tim Sheldon.
- 4. Correspondence and Organizational Business
  - 4.1 Correspondence
    - 4.1.1 The Washington State Liquor Control Board sent notice of added privilege for JR's Hideaway in Belfair.
    - 4.1.2 WRIA 16 and 14B sent recommendations for sanitary facilities at popular recreation sites on Hood Canal.
    - 4.1.3 Claudia Housley is seeking appointment to the Mason County Board of Equalization.
    - 4.1.4 Monte Warren Ritter is seeking appointment to the Parks and Trails Advisory Board.

Cmmr. Ring Erickson noted that there was discussion of getting funding for permanant facilities at Menard's Landing at the Commission's briefing in regards to item 4.1.2.

- 4.2 Joyce Mercuri and Rebecca Lawson, Department of Ecology, showed a Power Point presentation on the Oakland Bay Sediment Study.
- 4.3 Vicki Kirkpatrick, Public Health, read a news release announcing that Mason County is seeking members for the 1/10<sup>th</sup> of 1% Sales & Uses Tax for Mental Health, Substance Abuse, and Therapeutic Court Advisory Committee.
- 4.4 Brian Matthews, Public Works, announced that County Road Project 1874, Shelton Matlock Road safety project, has been awarded to Bruch & Bruch Construction of Port Angeles, WA in the amount of \$264,846.
- 5. Open Forum for Citizen Input -
  - 5.1 Maureen Woodcock commented that she lives on the corner of Highway 106 and Dalby Road. Four park models were recently moved on to an area directly across from her home. The area was designated for part-time RV parking only. Park models are not considered RVs by the County. She would like the situation investigated and action taken.
  - Patricia Vandehey spoke regarding the county's aquifers. She found out that the aquifer system is rated as an 11 out of 12 and is considered a critical aquifer. She noted that the County's Resource Ordinance requires protection of critical aquifers and she isn't sure there has been compliance within these rules. She presented a copy of her statement for the record.
- 6. Adoption of Agenda Cmmr. Lingle/Ring Erickson moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; L-aye; S-absent.
- 7. Approval of Minutes April 4, 2011 briefing meeting minutes and April 26, 2011 regular meeting minutes.

Cmmr. Lingle/Ring Erickson moved and seconded to approve the April 4, 2011 briefing meeting minutes and April 26, 2011 regular meeting minutes. Motion carried unanimously. RE-aye; L-aye; S-absent.

8. Approval of Action Agenda:

- 8.1 Approval for the Utilities & Waste Management Director to sign the agreement with Murray, Smith & Associates for engineering services for the Coordinated Water System Plan. The cost is not to exceed \$40,000 and will be paid from the Rural County Sales & Use Tax Fund (.09).
- Approval of the Ordinance amending Mason County Code Chapter 2.88 to expand the Commissioners' briefing times to include Wednesdays from 9:00 a.m. to approximately 4:30 p.m. This would allow briefings to be scheduled, as necessary, on Mondays, Tuesdays and Wednesdays. **Ordinance No. 30-11 (Exhibit A)**
- 8.3 Approval to award lodging tax dollars as recommended by the Lodging Tax Advisory Committee (LTAC) for the following 2011 tourism related events: Hood Canal Highland Celtic Festival in the amount of \$3,000; Olympic Peninsula Culinary Loop in the amount of \$1,000; Hood Canal Salmon Derby in the amount of \$1,276; Mason County Forest Festival in the amount of \$4,000.00; and denial of the Olympic Peninsula Visitor Bureau's Waterfall Trail Map, with the recommendation that the map be forwarded to the Joint Tourism Advisory Council for consideration.
- Approval of the Cooperative Law Enforcement Agreement between the Mason County Sheriff's Office and the USDA, Forest Service Olympic National Forest. The 2011 allocation is \$15,000 and will be used to enhance local law enforcement on national forest system lands in the Lake Cushman area.
- Approval to appoint Monte W. Ritter to the Mason County Parks and Trails Advisory Board to fill a vacant position that expires December 31, 2012.
- 8.6 Approval to award the scrap metal recycling contract for the Transfer Station in Shelton and the drop box in Belfair to Wilson Recycling and authorize the Chairperson to sign all pertinent documents.
- 8.7 Approval to award for the biosolids hauling contract for the wastewater treatment sites in Rustlewood and North Bay to Joe's Septic Service and authorize the Chair to sign all pertinent documents.
- 8.8 Approval to assign one additional Sheriff's Deputy to the Traffic Unit during the months of chipseal operations of the Public Works Department. This would result in a .25 FTE addition to the Traffic Unit and there is adequate budget authority to absorb this assignment.
- 8.9 Approval of Amendment 3 to the Interagency Agreement IAA10178 with the Administrative Office of the Courts and Mason County Juvenile Court to adjust the maximum reimbursement from \$144,696 to \$142,886 for the BECCA BILL funds.
- Approval for the Public Health Department to release the Request For Proposals (RFP) for a facilitator who will research, prepare background materials, facilitate Advisory Committee and community meetings and prepare a report with recommendations from the Advisory Committee to the Board of County Commissioners regarding whether or not Mason County should implement the one tenth of one percent sales and use tax for mental health and substance abuse treatment and prevention and therapeutic court.
- 8.11 Approval to designate Robert Deans as the Mason County Microsoft Agency Coordinator, David Loser as Backup Coordinator and authorize the Chairperson to execute the Microsoft Products Purchase Agreement with the Washington State Department of Information Services.
- 8.12 Approval for Public Works to utilize the Post for Quotes/Telephone Bids procedure for the purchase of metal decking for the repair of the Public Works temporary bridge. The estimated purchase is under \$20,000 and installation will be made in house.
- 8.13 Approval of Warrants
  Claims Clearing Fund Warrant #s 186769-186853 \$166,987.25
  Salary Clearing Fund Warrant #s 4664-4675 \$13,266.09
- 8.14 Approval for the Parks & Trails Department to complete the Certification of Sponsor Match form with the Washington State Recreation and Conservation Office (RCO) for two Aquatic Lands Enhancement Account Grants (ALEA) with the state of Washington. This includes the Sunset Bluff View Park Acquisition and the Coulter Creek / North Bay Trail Project.

Connelly Watson asked where the waste would be transferred regarding item 8.7.

Emmett Dobey, Utilities and Waste Management, responded that it would be transferred to Webb Hill.

An audience member noted that the Joe's Septic trucks have had issues with their exhaust. She wondered if the County could ask that their exhaust be inspected.

Mr. Dobey noted that the contract requires that the equipment be in good working order.

An audience member asked for more information on item 8.1

Mr. Dobey explained that the contract is for the Coordinated Water Systems Plan. The water systems in the county will be studied in order to create a map to help understand how much water is available in Mason County.

The audience member asked if the aguifer would be studied.

Mr. Dobey replied that it would be studied to some extent.

Mr. Watson asked if the water rights would be checked.

Mr. Dobey responded that they would be checked.

An audience member asked how the decision was made to select the waste hauler in item 8.7.

Mr. Dobey explained that the bid was selected because it was the lowest price.

The audience member commented that she was one of the other bidders. She and her husband own AAA Septic. They have been called on several times to assist with the job because of the performance of the other company. She wondered whether the selection of Joe's Septic was in the best interest of the County.

Mr. Dobey explained that the bid award has always been based on the lowest bidder. If there is a continuation of poor performance the contract can be cancelled.

Sheriff Salisbury clarified that item 8.8 states that there is an additional Sheriff's deputy, however it is actually a transfer of a deputy from a different funding source.

Cmmr. Ring Erickson stated that she was confused about item 8.3. The Lodging Tax Advisory Committee seams to be inconsistent. The Celtic Festival takes place on Labor Day weekend, which is when the hotels are already full, but they are being recommended for \$3,000. She hears that other things can't be funded because they take place on a busy weekend so it is confusing. She hopes Commissioner Lingle can work with the group to clarify the issue.

Cmmr. Ring Erickson was also concerned about item 8.1 because the contract states that the maps and other reports will belong to the engineering group.

Mr. Dobey explained that it is only during the course of the study and then they become property of the County.

Cmmr. Ring Erickson asked if the funds in item 8.4 are from Title 3.

Sheriff Salisbury stated that they are Federal funds.

Jim Barrett, Undersheriff, clarified that they are not Title 3 funds. It is a fenced fund from the US Forest Service.

Cmmr. Lingle/Ring Erickson moved and seconded to approve Action items 8.1 through 8.14. Motion carried unanimously. RE-aye; L-aye; S-absent.

- 9. 9:30 a.m. Public Hearings and Items Set for a Certain Time There were no public hearings scheduled.
  - 9.1 Public hearing to consider proposed amendments to the Solid Waste Management Plan (SWMP). The Plan identifies solid waste programs and services available to residents and businesses in Mason County. In addition, the updated Hazardous Waste Plan is proposed to be included as a chapter in the SWMP.

Emmett Dobey, Utilities and Waste Management, explained that these are mostly housekeeping changes, not policy changes to the program. Years ago there were changes to the solid waste program due to the budget. Also at that time the recycling capabilities were increased. The changes in the Plan reflect those changes. The other change is that the Hazardous Waste Management Plan was a stand-alone document and now it is incorporated as a chapter within the Plan. These are procedurally changes to reflect the services that are currently being provided. It also talks about opportunities for the divestiture of the system.

#### **Questions for Staff**

An audience member asked if there would be changes to the hazardous waste program.

Mr. Dobey replied that there would be no changes to the program. It will just be added to the Plan as a chapter.

Cmmr. Ring Erickson suggested that David Baker's name be deleted from page 6 of the hazardous waste chapter because he no longer works for the County.

John Cox asked what was meant by opportunities for divestiture.

Mr. Dobey explained that it unusual for county government to have utilities. The County is looking at getting out of the utility and transfer business. There is an ongoing study of divesting those assets.

Cmmr. Ring Erickson added that most counties have water and sewer systems run by cities or by water-sewer districts.

Patricia Vandehey asked if the County runs the hazardous waste area.

Mr. Dobey replied that it is run by the County with a portion of funding from the Department of Ecology. He clarified that it is only for residential hazardous waste. Commercial hazardous waste would have to go to another facility.

There was no public testimony.

Cmmr. Lingle/Ring Erickson moved and seconded to approve the proposed amendments to the Solid Waste Management Plan and the incorporation of the Hazardous Waste Plan as Chapter 7, with an amendment to page 6 of the Hazardous Waste chapter to remove the contact person, David Baker. Motion carried unanimously. RE-aye; L-aye; S-absent. Resolution No. 31-11 (Exhibit B)

9.2 Public hearing to consider Supplemental Appropriations to 2011 Special Fund Budgets for beginning and ending fund balance adjustments.

911 Sales & Use Tax Fund	\$100,000 - Beginning/Ending Fund Adjustment
Reserve for Leave Funds	\$650,000 - Beginning/Ending Fund Adjustment
Family Law Facilitator	\$ 10,000 - Beginning/Ending Fund Adjustment
Sheriff Special Funds	\$ 50,000 - Beginning/Ending Fund Adjustment
Veterans Assistance	\$ 55,000 - Beginning/Ending Fund Adjustment
REET 1-Capital Imprv Fund	\$ 65,000 - Beginning/Ending Fund Adjustment
Storm Drainage Fund	\$ 50,000 - Beginning/Ending Fund Adjustment

Theresia Ehrich, Chief Finance Manager, explained that these seven funds had estimated beginning and ending fund balances when the budget was adopted in December. The funds now need to be adjusted because of the types of funds they are. These adjustments will give the latitude to do the business that needs to be done with the monies. She went over each of the funds and the amounts to be adjusted. A lot of these adjustments are due to monies that weren't expended because certain projects are carried over from year to year.

#### **Questions for Staff**

An audience member asked if the economy is improving better than anticipated because these funds collected more than was expected.

Ms. Ehrich replied that sales tax has been up more than expected and the Veteran's fund did collect more, but some of the other funds just weren't spent as planned. Some things have gone up but some things have also gone away.

Cmmr. Ring Erickson noted that there have been several reductions from the State, so even with receipts up a little it is staying really flat.

Andrew Graham asked if this is basically a bookkeeping thing.

Ms. Ehrich responded that it is a housekeeping item to adjust the fund balances to reflect the cash on hand.

There was no public testimony.

Cmmr. Lingle/Ring Erickson moved and seconded to approve the budget order for the supplemental appropriations to the 2011 special fund budgets for beginning and ending fund balance adjustments. Motion carried unanimously. RE-aye; L-aye; Sabsent. Budget Order (Exhibit C)

9.3 Public hearing to consider the Private Line Occupancy Permit between Mason County and Jack Johnson.

Rick Hirschberg, Public Works, stated that the application is for the installation of a small water line in the Haven Lake area. There are a couple of lots and Mr. Johnson wants to connect the well on one lot to another lot two spaces down in the plat. It would involve about 200 feet of water line in the County right of way. The Tahuya Blacksmith Road will have the work done. This type of installation qualifies under the Private Line Occupancy Permit. It gives the easement right to locate a private water line under the County right of way. There will be minimal impact to the County.

There were no questions for staff or public testimony.

Cmmr. Lingle/Ring Erickson moved and seconded to approve and execute the Private Line Utility Occupancy Permit between Mason County and Jack Johnson. Motion carried unanimously. RE-aye; L-aye; S-absent.

- 10. Other Business (Department Heads and Elected Officials) -
  - 10.1 Charlie Butros, Public Works, commented regarding a question that was asked at a previous meeting about the upgrading of road signs. He clarified that road signs are being upgraded to comply with new regulations for lettering size and reflectivity. They are in the process of changing all of the signs in the county over a 5-year period.
  - 10.2 Bob Simmons, WSU Extension Office, thanked everyone for attending the Earth Day at Oakland Bay event. He announced that the Master Gardener's plant sale would take place on Saturday and noted that applications are being accepted for the youth forestry program.
  - 10.3 Vicki Kirkpatrick, Public Health, noted that it is National Public Service Week and recognized those in elected offices and the staff and volunteers at Mason County.
- 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 10:41 a.m.

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

Lynda Ring Erickson, Chair

ATTEST:

Tim Sheldon, Commissioner

Jerry K. Lingle, Commissioner

## ORDINANCE 30-1

AN ORDINANCE amending Mason County Code Chapter 2.88

WHEREAS, it is necessary to amend Mason County Code Chapter 2.88.010 (4) to extend the times the Commissioners meet in working sessions (briefings). The Commissioners shall meet in working sessions (briefings) on Mondays from 9:00 a.m. to approximately 4:30 p.m., on Tuesdays following the Commission regular meeting until approximately 4:30 p.m. and on Wednesdays from 9:00 a.m. to approximately 4:30 p.m.

NOW, THEREFORE, be it hereby ordained by the Mason County Board of Commissioners that Mason County Code 2.88.010 (4) shall be amended as follows:

"(4) The regular working sessions (briefings) are held on Mondays from 9:00 a.m. to approximately 4:30 p.m., on Tuesdays following the Commission regular meeting until approximately 4:30 p.m. and on Wednesdays from 9:00 a.m. to approximately 4:30 p.m.

PASSED this 3<sup>rd</sup> day of May, 2011.

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

ommissione

Lynda Ring Erickson, Chairperson

ABSENT

Tim Sheldon, Commissioner

ATTEST:

Shannon Goudy, Clerk of the Board

APPROVED AS TO FORM:

Chief Deputy Prosecuting Attorney
Tim Whitehouse Whitehouse Whitehouse 322

c: Elected Officials Dept. Heads

# Board of County Commissioners Mason County Washington Resolution number 3 - 1

A resolution adopting the amended Mason County Solid Waste Management Plan Amending resolution number 15-08

WHEREAS, the purpose of the Mason County Solid Waste Management Plan, as adopted in 2008, was to provide decision makers in Mason County with the guidelines needed to implement, monitor, and evaluate solid waste activities, and

WHEREAS, pursuant to the Revised Code of Washington (RCW) Chapter 70.95, Mason County and the City of Shelton are required to prepare a solid waste management plan, and

WHEREAS, in RCW Chapter 70.95, section 110 requires that existing plans be reviewed and amended or revised every five years, and

WHEREAS, the Mason County Solid Waste Advisory Committee has overseen the development of the 2007 Solid Waste Management Plan, and the preceding 1998 Plan, and recommends the local adoption of the proposed changes to Chapter 3 and incorporation of Chapter 7, and

WHEREAS, the Mason County Solid Waste Advisory Committee has held numerous public meetings, and

WHEREAS, the provisions of RCW 70.95 allow for the incorporation of Hazardous Waste Management within the Solid Waste Management Plan, and

WHEREAS, the Hazardous Waste Plan of 1991 has been updated for inclusion as Chapter 7 to the Solid Waste Management Plan and,

WHEREAS, The City of Shelton has participated in the amendment process, consistent with the letter of concurrence signed in 2007, and

WHEREAS, the proposed amendments have been available for public review as well as review by the Department of Ecology, and

WHEREAS, the proposed Chapter 3 amendments accurately reflect the programmatic changes which have occurred since the adoption of the 2007 Solid Waste Management Plan, and

WHEREAS, the proposed amendments are consistent with the requirements for environmental review under the State Environmental Policy Act by issuance of a Determination of Non-Significance in September of 2006, and

Resolution No. 31-11

#### NOW THEREFORE BE IT RESOLVED THAT:

The Mason County Board of County Commissioners hereby adopts the Mason County Solid Waste Management Plan as amended, referenced here as Attachment "A"

Dated this 3<sup>rd</sup> day of May, 2011

ATTEST:

Shannon Goudy, Clerk of the Board

APPROVED AS TO FORM:

Tim Whitehead, Chief Deputy Prosecuting Attorney 337021

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

Lynda Ring Erickson, Chair

Tim Sheldon, Commissioner

Jerry K. Lingle, Commissioner

#### ORDER 2011 Budget

IN THE MATTER OF:

SUPPLEMENTAL APPROPRIATION - NOTICE OF HEARING

**RESOLUTION NO. 13-11** 

DATED AND PASSED: May 3, 2011

FOR SUPPLEMENTAL APPROPRIATIONS OF:

911 Sales & Use Tax
Reserve for Leave Fund \$650,000 - Beginning/Ending Fund Balance Adjustment \$650,000 - Beginning/Ending Fund Balance Adjustment \$10,000 - Beginning/Ending Fund Balance Adjustment \$50,000 - Beginning/Ending Fund Balance Adjustment \$55,000 - Beginning/Ending Fund Balance Adjustment \$65,000 - Beginning/Ending Fund Balance Adjustment \$50,000 - Beginning/Ending Fund Balance Adjustment \$50,000 - Beginning/Ending Fund Balance Adjustment

WHEREAS, a notice was published and a public hearing was held in accordance with RCW 36.40.100 and RCW 36.40.195 and with Resolution No. 13-11. (see Attachment B which is incorporated as part of this order).

THE BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY, hereby approves the supplemental appropriation to the 911 Sales & Use Tax Fund in the amount of \$100,000, Reserve for Leave Fund of \$650,000, Family Law Facilitator of \$10,000, Sheriff Special Funds of \$50,000, Veterans Assistance of \$55,000, REET 1/Capital Improvements of \$65,000 Storm Drainage Fund of \$50,000.

BE IT FURTHER RESOLVED that these Supplemental Appropriations/Beginning & Ending Fund Balance Adjustments will be recorded in the 2011 budgets as listed in Attachment A which is also incorporated as part of this order.

PASSED in open session this 3rd day of May 2011.

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Chief Deputy Prosecuting Attorney

Jerry Lingle, Commissioner

Lynda Ring Erickson, Chair

Tim Sheldon, Commissioner

C: Chief Finance Manager Treasurer

Attachment A

	<u> Budget Order - Ap</u>	pen	dix A		
Resolution #		Approved:			
		F	Revenues	Ех	<u>oenditures</u>
125-000-000	911 Sales & Use Tax Fund				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	100,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	100,000.00
131-000-000	Reserve for Accrued Leave Fund				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	650,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	650,000.00
138-000-000	Family Law Facilitator				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	10,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	10,000.00
140-000-000	Sheriff's Special Funds				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	50,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	50,000.00
190-000-000	Veterans Assistance Fund				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	55,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	55,000.00
350-000-000	REET 1 - Capital Improvements Fund				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	65,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	65,000.00
480-000-000	Storm Drainage System Fund				
308.00.00.0000	Budgeted Beginning Fund Balance	\$	50,000.00		
508.00.00.0000	Budgeted Ending Fund Balance			\$	50,000.00

# RESOLUTION NO. 13-11 2011 BUDGET

Attachment B

### SUPPLEMENTAL APPROPRIATION - 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 supplemental appropriation to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

911 Sales & Use Tax Fund
Reserve for Leave Fund
Family Law Facilitator
Sheriff Special Funds
Veterans Assistance
REET 1-Capital Imprv Fund
Storm Drainage Fund
\$100,000 - Beginning/Ending Fund Adjustment
\$650,000 - Beginning/Ending Fund Adjustment
\$50,000 - Beginning/Ending Fund Adjustment
\$65,000 - Beginning/Ending Fund Adjustment
\$50,000 - Beginning/Ending Fund Adjustment

THEREFORE, BE IT RESOLVED BY THE Board of Mason County Commissioners: That the 3<sup>rd</sup> day of May, 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 to the 2011 Budget as follows:

911 Sales & Use Tax Fund
Reserve for Leave Fund
Family Law Facilitator
Sheriff Special Funds
Veterans Assistance
REET 1-Capital Imprv Fund
Storm Drainage Fund
\$100,000
\$650,000
\$50,000

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 5<sup>th</sup> day of April, 2011.

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

ATTEST:

APPROVED AS TO FORM:

Lynda Ring Erickson! Chair

Jerry Lingle, Commissioner

C: Chief Finance Manager

Chief Deputy Prosecuting Attorney

Treasurer

Publish 2x 4/14 & 4/21 - bill to Mason County Commissioners, 411 North 5th Street, Shelton