

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

May 10, 2011

1. Call to Order – The Chairperson called the regular meeting to order at 9:02 a.m.
2. Pledge of Allegiance – Karen Jackson led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Lynda Ring Erickson; Commissioner District 2 – Tim Sheldon; Commissioner District 3 – Jerry Lingle.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 The Washington State Liquor Control Board sent notice of a special occasion liquor license application for Faith in Action West Sound.
 - 4.1.2 The Washington State Department of Corrections sent notice of a public hearing on the scope of the Environmental Impact Statement for the Westside Prison Reception Center.
 - 4.1.3 Karen Monroe is seeking appointment to the Mason County Housing Authority Board of Commissioners.
 - 4.1.4 Ryan Sandstrom requested a refund of permit fees.
 - 4.1.5 Jean Springer expressed concerns regarding trespassing on her property.
 - 4.1.6 Joshua Askren is seeking information on county government and the duties of the Commissioners.
5. Open Forum for Citizen Input – There was no citizen input.
6. Adoption of Agenda - **Cmmr. Sheldon/Lingle moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; S-aye; L-aye.**
7. Approval of Minutes – April 11, 2011 briefing meeting minutes and May 3, 2011 regular meeting minutes.

Cmmr. Ring Erickson noted that extending the Commissioners' briefing times to include Wednesdays was discussed at the April 11, 2011 briefing and the final action was taken at the last Commission meeting.

Cmmr. Lingle/Sheldon moved and seconded to approve the April 11, 2011 briefing meeting minutes and May 3, 2011 regular meeting minutes. Motion carried unanimously. RE-aye; S-aye; L-aye.
8. Approval of Action Agenda:
 - 8.1 Approval for Emmett Dobey, Utilities & Waste Management Director, to sign the Real Estate Purchase and Sale Agreement and all pertinent documents for the purchase of approximately 63 acres from Overton & Associates to be used as the disposal field for the Belfair Sewer project. The cost is \$10,000 per acre for a total purchase price of \$630,000, which will be paid from general obligation bond proceeds.
 - 8.2 Approval to enter into an agreement with the Mason County Economic Development Council (EDC) in the amount of \$68,000 annually for 2011 and 2012 for a total amount of \$134,000. This is paid from the Rural County Sales & Use Tax Fund (.09) fund for business retention, expansion, recruitment and economic development planning, as allowed in RCW 82.14.370. The EDC also compiles the Comprehensive Economic Development Strategy (CEDS) list.

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- 8.3 Approval to complete the Certification of Sponsor Match form with the Washington State Recreation and Conservation Office (RCO) for two Washington Wildlife and Recreation Program Grants (WWRP) with the state of Washington. This includes the MCRA Infield Renovation Project and the North Bay Trail Project.
- 8.4 Approval of Certification of Sponsor Match forms with the Washington State Recreation and Conservation Office (RCO) for the Latimers Landing Parking Lot Expansion and Union Boat Launch Planning project. The matching funds will be provided from REET II Capital Funds, donated equipment, donated labor, and force account labor.
- 8.5 Approval of the resolution deleting Fund #113 – Reserve for Courts. This fund has never been used and the \$25,000 plus interest will be transferred back to Current Expense Ending Fund Balance. **Resolution No. 32-11 (Exhibit A)**
- 8.6 Approval for the Chair to sign the crimeshield policy application for commercial and governmental entities. The County's Crime Insurance policy renews on January 1, 2012. In order to obtain a renewal quote the application needs to be submitted to Arthur J. Gallagher Risk Management Services, Inc. This policy covers the county in the event there is theft by a county employee.
- 8.7 Approval for the Chair to sign the 2009-2010 Non Discrimination Agreement (NDA) Annual Report. Washington State Department of Transportation requires Public Works to submit a Title VI NDA Annual Accomplishment and Update report yearly.
- 8.8 Approval for the Chair to execute the each of the Local Agency Federal Aid Project Prospectus for the County Run-Off and Intersection Safety Road Projects -2010 (County Road Safety Program- CRP 1951-1958) and sign all pertinent documents for these projects.
- 8.9 Approval of Amendment No. 2 to Loan Agreement No. L1000026 and L10S0026 with the Department of Ecology for the Certification Regarding Suspension, Debarment, Ineligibility or Voluntary Exclusion. This is required federal language on all State Revolving Fund (SRF) funding agreements and is for the Belfair Wastewater & Water Reclamation Facilities Project.

Tom Davis asked that item 8.2 be set aside for a separate vote.

Judge Sheldon asked that item 8.5 be set aside for a separate vote.

Item 8.2

Matt Matoyoshi, Economic Development Council of Mason County, explained that the EDC previously made a request for .09 funds. He went over the RCW that allows EDC's to be awarded .09 monies and explained the purpose and objectives of the EDC.

Cmmr. Ring Erickson noted that the money has already been transferred. This is just the business agreement that shows how the money would be spent.

Mr. Davis didn't have any further questions or objections.

Item 8.5

Theresa Ehrich, Chief Finance Manager, read an excerpt from the State Auditor's requirements for financial matters for counties, cities and government entities regarding maintaining fund structures. Commissioner Sheldon had asked her to undertake a project to find out which of the 18 special funds in the County were necessary. This is one of those funds. There was a \$25,000 transfer from the general fund in 2006 and there has been over \$2,000 in interest earned on this money. On April 25, 2011 the Commissioners asked that the money be transferred back to the general fund and that the accounting fund be dissolved.

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Cmmr. Ring Erickson noted that there were a couple funds of this type established due to legislation in 2006.

Cmmr. Sheldon asked Ms. Ehrich to read the resolution that established the fund.

Ms. Ehrich read Resolution No. 26-07 into the record.

Judge Sheldon was concerned that this could impact the courts. She suggested that if the fund is deleted that the money could be used for the intended purpose by transferring some of the funds to the murder fund. She noted that recently \$10,000 was requested for an expert for a sexually violent predator case. This would be a reasonable use of these funds. She was told yesterday that there are no longer monies in the fund and she is concerned that it is too late because the funds were already transferred. She understands the concern about having too many special funds but she believes the funds could still be used for the same purposes and managed in a different way.

Cmmr. Sheldon asked when the funds were transferred.

Ms. Ehrich replied that the funds were transferred on April 25th by the request of the Board and noted that allocating the money to Superior Court or somewhere else would need to be a separate action.

Cmmr. Ring Erickson noted that a public hearing would need to take place in order to transfer the monies from current expense to another fund. Essentially this would just be the first step in that process.

Cmmr. Lingle/moved and seconded to approve Action items 8.1 through 8.9, with the exception of item 8.5. Motion carried unanimously. RE-aye; S-aye; L-aye.

Cmmr. Sheldon commented that he wasn't at the April 25th briefing and he doesn't believe action could be taken at a briefing to transfer funds.

Ms. Ehrich explained that transferring money from a budgeted fund as an expenditure does not necessitate a Board meeting.

Cmmr. Sheldon moved to table Action item 8.5 for two weeks.

The motion died due to lack of a second.

Cmmr. Lingle was concerned that the State Auditor's recommendations clearly state that there should not be superfluous funds. It clearly shows that this fund hasn't been used since 2006 and these funds should not just sit in limbo. He doesn't see an emergent situation where this fund needs to be used. Reducing these types of funds was the direction of Commissioner Sheldon in the past and at this point he doesn't see anything wrong with this.

Cmmr. Ring Erickson noted that supplementing the murder fund or another fund for the court could be done through a briefing and then a public hearing.

Cmmr. Sheldon agreed with Commissioner Ring Erickson but thought that there needed to be a way to allocate these funds rapidly if needed by the Court.

Cmmr. Ring Erickson noted that there is currently \$68,000 in the legal reserve fund.

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Judge Sheldon clarified that those funds can only be used for homicide cases. She also noted that she was requested to sign a voucher to for the reserve for courts fund on April 14th. She wasn't aware of the issue being briefed on April 25th so she hasn't had an opportunity to discuss the issue. She suggested that the Commissioners' briefing agenda include the topics that are to be discussed.

Cmmr. Sheldon thought that there needed to be better communication on the issue so he wouldn't vote for it.

Cmmr. Lingle/Ring Erickson moved and seconded to approve Action item 8.5. Motion carried. RE-aye; S-nay; L-aye.

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

- 9.1 Public hearing to consider approval of special event policies, procedures and fees for the Mason County Parks and Trails Department.

John Keates, Mason County Parks, explained that there 21 park sites and about 851 acres of parkland in Mason County. Primarily, special events are at MCRA and Sandhill Park via baseball and softball tournaments. The department is currently seeing more requests for non-sport related events, such as festivals and weddings. There hasn't been a policy to address these types of special events so he worked with the Park Board to create a policy. Fees were established for these types of events, including a caveat to allow the department to recover special costs associated with an event. There is also information in the policy regarding not allowing special events that could harm the resources. Large, complex events might also require a traffic movement plan, for example. The policy was created to help the department administer special events more effectively and to have the events be cost effective for the department. The Parks Advisory Board has recommended approval of the policy.

Questions for Staff

Mr. Davis asked how the fees are assessed.

Mr. Keates explained that the fees are based on whether the organization is non-profit or a commercial venture, and how many people will attend the event. He gave some examples of how fees could be implemented.

Cmmr. Sheldon asked how a special event would be defined.

Mr. Keates read the section defining a special event.

Cmmr. Sheldon asked if a sporting event could be considered a special event.

Mr. Keates clarified that the policy would not include baseball or softball events. There is already a fee structure in place for those events.

Cmmr. Sheldon thought that should be clear in the policy. He asked if the policy addresses alcohol use.

Mr. Keates replied that all park facilities are alcohol free.

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Cmmr. Sheldon suggested that the alcohol information be added to the policy as well. He noted a typo on page 3 and also asked for an explanation of commercial vs. non-commercial organizations.

Mr. Keates explained that if a user fee were charged for the event it would be classified as commercial venture.

Cmmr. Sheldon asked if someone could charge an entry fee to enter a park for a special event.

Mr. Keates replied that it has never occurred. If it were to occur they would ask the vendor for a percentage of the gate fee.

Cmmr. Sheldon asked if this policy meshes with the County's large event ordinance.

Mr. Keates replied that it wasn't looked at because these events would be site specific.

Cmmr. Ring Erickson asked if people are required to have insurance for these events.

Mr. Keates responded that the insurance requirements are on the actual permit.

Cmmr. Ring Erickson asked if deposits are required for some of these events.

Mr. Keates stated that up to a \$500 deposit could be requested.

There was no public testimony.

Cmmr. Sheldon was concerned at the lack of public testimony. He thought that there would be user groups here to comment. He thought that this needed to be re-circulated and tabled for three weeks for the public to have more time to weigh in.

Cmmr. Ring Erickson noted that this wouldn't impact the ball clubs because there are other policies for those groups.

Cmmr. Lingle agreed with Commissioner Sheldon and thought the policy needed a little more clarification.

Cmmr. Ring Erickson suggested that the drug and alcohol information be repeated in the policy.

Cmmr. Sheldon/Lingle moved and seconded to table the hearing for the Special Event Policy for the Mason County Parks and Trails Department to May 24, 2011. Motion carried unanimously. RE-aye; S-aye; L-aye.

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

- 10.1 Pat Swartos, Clerk, spoke regarding an emergency request for funds for the Clerk's office. Her staff has been reduced from 14 to 8 and her workload has tripled. The Clerk's office cannot provide the necessary assistance for the Court and the public. It is an emergency situation and she asks that her 2011 budget be increased to hire an additional staff person.
- 10.2 Judge Sheldon noted that there was a briefing scheduled last week and notice was only provided 15 minutes before the meeting. She asked that meeting notices be sent out in a more timely matter.

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10.3 Sheriff Salisbury thanked the Washington State Department of Fish and Wildlife for their assistance in a boating accident in which 8 people ended up in the water. He reminded everyone to wear life vests when on the water.

10.4 Cmmr. Ring Erickson presented the State of the County Address. She introduced the County's elected officials and department heads and thanked them for their hard work. She also discussed the County's road system, assets and current challenges.


Cmmr. Sheldon added his views on unemployment, the construction and timber industries, water quality, infrastructure improvements, and his support for criminal justice. He also thanked the County's volunteers and spoke about the Olympic College and Belfair Water District.

Cmmr. Lingle also expressed his appreciation of the directors and elected official's service to the public. He appreciated the guidance of the other Commissioners and discussed unemployment and public health.

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


Tim Sheldon, Commissioner

ATTEST:


Shannon Goudy, Clerk of the Board


Jerry K. Lingle, Commissioner

Resolution No. 32-11

Deletion of Budgetary Accounting Fund #113-000-000

WHEREAS, RCW 36.32.120 (6) states that the Board of County Commissioners have responsibility for the care of the county property and the management of county funds and business;

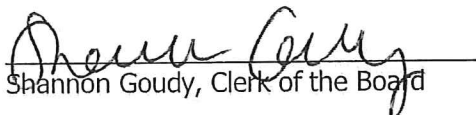
WHEREAS, the following fund has never been used, it is recommended that it be deleted:
#113-000-000 – Reserve for Courts

NOW, THEREFORE BE IT HEREBY RESOLVED to delete the following county fund:
#113-000-000 – Reserve for Courts.

DATED this 10th day of May, 2011.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:

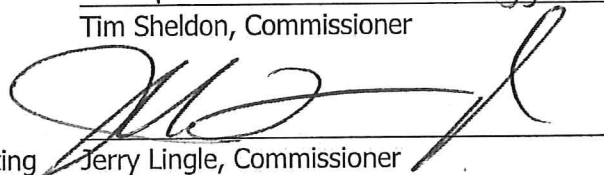

Shannon Goudy, Clerk of the Board


Lynda Ring Erickson, Chair

APPROVED AS TO FORM:


Tim Sheldon, Commissioner


Tim Whitehead, Chief Deputy Prosecuting Attorney
#3762


Jerry Lingle, Commissioner

C: Chief Finance Manager
Treasurer

Exhibit A