

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

May 17, 2011

1. Call to Order – The Chairperson called the regular meeting to order at 9:03 a.m.
2. Pledge of Allegiance – Jim Davenport 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 Humane Society of Mason County provided additional information regarding a proposed animal shelter in Belfair.
 - 4.1.2 The Washington State Liquor Control Board sent notice of establishments in Mason County with liquor licenses due to expire on August 31, 2011 and notice of special occasion liquor license applications for North Mason Rotary and Harstine Island Community Club.
 - 4.1.3 Belfair Water District No. 1 submitted a request for annexation.
 - 4.1.4 Robert Johnson is seeking appointment to the Oakland Bay Clean Water District Advisory Committee.
 - 4.2 Jim Davenport read a proclamation declaring May 16th – May 20th as Small Business Week in Mason County.
 - 4.3 Charlie Butros, Public Works, read a news release declaring May 15th- May 21st as Public Works Week in Mason County.
 - 4.4 Brit Kramer, Washington Recreation and Parks Association, recognized John Keates for his excellent service and presented him with the Professional Citation of Merit award.
5. Open Forum for Citizen Input –
 - 5.1 Jim Davenport spoke regarding small businesses in Mason County. He noted that they are alive and well in spite of the downturn in the economy.
 - 5.2 Patricia Vandehey commented that she was impressed with the roads in Mason County. She also spoke regarding the recent Ecology meeting on the John's Creek Basin. She is delighted that they will be mapping the area and determinations will be made on the classifications of the aquifers. She read a statement regarding aquifers, which was submitted for the record.
6. Adoption of Agenda - **Cmmr. Lingle/Sheldon moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; S-aye; L-aye.**
7. Approval of Minutes – April 18, 2011 and May 4, 2011 briefing meeting minutes; May 10, 2011 regular meeting minutes.

Cmmr. Sheldon/Lingle moved and seconded to approve the April 18, 2011 and May 4, 2011 briefing meeting minutes; May 10, 2011 regular meeting minutes. Motion carried unanimously. RE-aye; S-aye; L-aye.

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8. Approval of Action Agenda:

- 8.1 Approval of the DSHS contract amendment #0763-14959-01 to extend the period of performance to June 30, 2016 for IV-D funds, which supports the Family Law Facilitator and Court Commissioner.
- 8.2 Approval of the amended Hood Canal Coordinating Council Interlocal Cooperation Agreement. The member organizations include Jefferson County, Kitsap County, Mason County, Port Gamble S'Klallam Tribe and the Skokomish Tribe. The purpose of the Council is to advocate for and implement regionally and locally appropriate actions to protect and enhance Hood Canal's environmental and economic health.
- 8.3 Approval of voicing no objections to the special occasion liquor license application for the Harstine Island Community Club, and to have the Chair sign the Notice of Liquor License Application from the Washington State Liquor Control Board.
- 8.4 Approval to appoint Karen Monroe to the Mason County Housing Authority Commission to fill a term ending April 2012.
- 8.5 Approval of Warrants
 - Claims Clearing Fund Warrant #s 186854-187732 \$2,013,945.54
 - Salary Clearing Fund Warrant #s 4676-4696 \$ 510,000.35
 - Direct Deposit Fund Deposit #s 29091-29826 \$1,109,601.66
- 8.6 Approval to set a public hearing on Tuesday, June 7, 2011 at 9:30 a.m. to review the Shoreline Master Program Public Participation Plan.

Cmmr. Lingle/Sheldon moved and seconded to approve Action items 8.1 through 8.6. Motion carried unanimously. RE-aye; S-aye; L-aye.

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

- 9.1 Public hearing to consider the following budget changes to the 2011 budget:

Budget Order (Exhibit A)

- 9.1.1 \$95,000 Supplemental Appropriation to Department of Community Development from the Washington State Department of Commerce for a Washington Rural Development Loan Fund Grant.

Barbara Adkins, Department of Community Development, explained that in January of 2011 the Board authorized the Chair to submit an application to the Washington Rural Development Loan Fund Grant Program on behalf of a private citizen. The grant was awarded in March. The funds were received in the Community Development budget and immediately dispersed to the private citizen. The budget needs to be amended to reflect the revenue and the expenditure. It is a grant that was received by the County that is actually a loan to a private citizen. The loan is not administered by the County. The County is just a pass through for the funds. The citizen will be paying the loan back directly to the Department of Commerce. She noted that this is basically a housekeeping item.

Questions for Staff

Tom Davis asked if the funds were for the grocery store on Pickering Road.

Ms. Adkins replied that was correct.

There was no public testimony.

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Cmmr. Sheldon/Lingle moved and seconded to approve the supplemental appropriation to Department of Community Development from the Washington State Department of Commerce for a Washington Rural Development Loan Fund Grant in the amount of \$95,000.00. Motion carried unanimously. RE-aye; S-aye; L-aye.

9.1.2 \$10,000 Budget Transfer from the Current Expense Ending Fund Balance to Current Expense Human Resources Department for professional services.

Karen Jackson, Human Resources, explained that there were employee issues that needed to be investigated a couple of months ago. A consultant was hired to assist with the investigating work due to the limited staff in Human Resources. This money will help to pay for those costs and other things going on in the department.

Questions for Staff

Annette McGee asked what the other projects were.

Ms. Jackson responded that there are some grievance issues that require legal assistance.

Ms. McGee asked if the issues were unanticipated.

Ms. Jackson stated that they were not anticipated and explained that the grievances were the result of the investigation work that was done.

There was no public testimony.

Cmmr. Lingle/Sheldon moved and seconded to approve the \$10,000 budget transfer from the Current Expense Ending Fund Balance to Current Expense Human Resources Department for professional services. Motion carried unanimously. RE-aye; S-aye; L-aye.

9.2 Public hearing to consider amending the Mason County Parks and Trails Department Fee Schedule to include Boat Launch Fees at Latimers Landing County Park and Mason Lake County Park.

John Keates, Parks, explained that the Parks Advisory Board and Parks Business Planning Task Force recommended implementation of boat launch fees at two boat launch facilities, Mason Lake and Latimers Landing. The fees would be effective July 1, 2011. Historically, fees have not been charged at any boat launch facilities. The fees would be used for maintenance and operations. He noted that he would like the facilities to remain free of charge, but economic realities are showing that fees are necessary. Both facilities were recently renovated. The fees would be for commercial use at \$15 per day for a truck and trailer, \$75 per month for a truck and trailer, \$400 per year for a truck and trailer or \$1,000 per business for all vehicles. The recreational fees would be \$7 per day or an annual fee of \$75. His research showed that fees are between \$6-\$10 per day or \$55-\$75 annually for other facilities statewide. The Port of Allyn charges \$5 per day and State Parks charge \$5 per launch. The fees would offset the maintenance and operation program.

Questions for Staff.

Connelly Watson asked if the Tribes have notified about the fees.

Mr. Keates replied that he hasn't talk to the Tribes, but has talked to several commercial users.

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Cmmr. Sheldon asked where the collection of the money would be used.

Mr. Keates stated that the vast majority would be used at the two launch facilities, but could also be used at other parks sites.

Cmmr. Sheldon noted that the proposed charges are for recently renovated boat launches.

Mr. Keates explained that there is a substantial amount of maintenance including pumping the septic system, picking up garbage and restroom supplies. There is also a park host at Mason Lake.

Cmmr. Sheldon asked how the money would be collected and where it would be deposited.

Mr. Keates replied that in the beginning it would be an envelope system with iron rangers. Eventually the system would have automated pay stations. The funding would be credited to the Treasurer's office.

An audience member asked if anyone has determined the cost to collect the money.

Mr. Keates responded that the administrative costs would be about \$500-\$600 per year and estimated revenues would be \$10,000-\$12,000.

An audience member asked how it would be patrolled.

Mr. Keates replied that there is a park host to take care of it at Mason Lake and staff goes to Latimers Landing regularly.

Teri King asked how many launches were expected at each facility each year.

Mr. Keates answered that there are 5,000-6,000 uses at Latimers Landing per year. Commercial uses are about three to four boats per day. Mason Lake has about 3,000-5,000 uses per year, with less commercial use.

Ms. King asked if the funds collected at Latimers would pay for the Port-a-Potties.

Mr. Keates responded that was correct.

Public Testimony

Melody Peterson, Assessor, was concerned that this would affect families. She was raised without a lot of money and she knows what it is like to use the free access to go fishing. At that time her family wouldn't have been able to go if there was a fee. Taxes are paid to the County to have the privilege of this public access. She thinks this could create a hardship on people.

Susan Bird commented that this fee would be difficult with the price of gas going up. She would rather pay extra taxes than have fees so the parks would be used.

Tom Davis supported fees for special events at parks but didn't feel right about this. He feels you should get something back for your taxes. If people are discouraged from a day of boating it could affect everyone because they aren't out spending money in the community.

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Terri King testified that one of the reasons for these public launch sites is to discourage individual docks and access points. These community gathering spots do minimal environmental damage. If this proposal moves forward she would like to see if the individual applications for launch sites could be monitored to see if there is an increase.

Cmmr. Sheldon thought that the hearing and hearing notice were out of order. The publication in the paper discusses new boat launch fees and charges. He believes it is a tax and not a fee because the money that is collected goes to the general fund and not directly to the facilities. He understands that the Commission has reduced the Parks budget by thousands of dollars, but the money that would be collected would go into the current expense fund. He gave examples of fees versus taxes. He maintains that this is a tax and should be noticed to the public in that way.

Cmmr. Lingle commented that the Board needs to be as frugal as possible, but there is a necessity for entertainment because people need the ability to relax. He is hesitant about this because of Commissioner Sheldon's comments. He thought that the definitions needed to be checked with the Prosecutor. He recommended tabling the hearing until it could be looked into.

Cmmr. Ring Erickson agreed that the hearing needed to be done properly. She thought that Ms. King provided a good analysis regarding ramps and floats. She noted that horrible cuts have been made in several departments but the tax burden has also been reduced via the Road Fund. She agreed that the right discussion needs to happen and she wants to make sure the fees go directly to the Parks department.

Cmmr. Lingle/Sheldon moved and seconded to table the public hearing to consider the Ordinance to amend the Mason County Parks and Trails Department Fee Schedule to include Boat Launch Fees at Latimers Landing County Park and Mason Lake County Park to June 14, 2011. Motion carried unanimously. RE-aye; S-aye; L-aye.

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

- 10.1 Vicki Kirkpatrick, Public Health, announced that two of her staff members are being featured in a webinar regarding National Health Rankings.
- 10.2 Charlie Butros, Public Works, announced that construction season is starting and work has started on Shelton-Matlock Road. He reminded citizens to be careful in construction areas.
- 10.3 Bob Simmons, WSU Extension, thanked local businesses for supporting his fundraising events. He also announced that a knot weed meeting will take place at the Public Works building and that applications are due on June 3rd for the youth forestry program.
- 10.4 Cmmr. Lingle stated that a matter came before the Board of Commissioners that resulted in the need to make a change in the staffing of the Permit Assistance Center. The service of the Permit Assistance Center Manager was no longer required at the time of May 10, 2010. This is the first opportunity to bring the matter forward publicly, as required by RCW.


Cmmr. Lingle/Sheldon moved and seconded to terminate the services of the Permit Assistance Center Manager, effective May 10, 2011. Motion carried unanimously. RE-aye; S-aye; L-aye.

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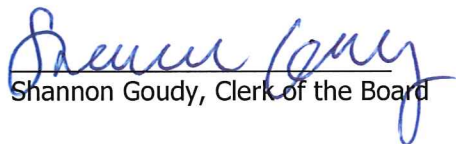
11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.
12. Adjournment – The meeting adjourned at 10:25 a.m.

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

ORDER
2011 Budget

IN THE MATTER OF:
SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFER - NOTICE OF HEARING
RESOLUTION NO. 28-11
DATED AND PASSED: **April 26, 2011**
FOR SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFER OF:

Current Expense Community Development	\$95,000
Current Expense Human Resources	\$10,000

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. 28-11. (see Attachment B which is incorporated as part of this order).

THE BOARD OF MASON COUNTY COMMISSIONERS hereby approves the supplemental appropriation to the Current Expense Fund Community Development in the amount of \$95,000 and the \$10,000 budget transfer to Human Resources;


BE IT FURTHER RESOLVED that this Supplemental Appropriation and Budget Transfer will be expended and recorded in the 2011 budget as listed in Attachment A which is also incorporated as part of this order.

PASSED in open session this 17th 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 Whitehead, Chief Deputy Prosecuting
Attorney #37221


Tim Sheldon, Commissioner


Jerry Lingle, Commissioner

C: Chief Financial Manager
Treasurer
Department of Community Development
Human Resources

Exhibit A

Attachment A

Supplemental Appropriation/Budget Transfer:			
Resolution #		Approved :	
Supplemental Appropriation:		<u>Revenues:</u>	<u>Expenditures:</u>
<u>001-125-000 DCD Administration</u>			
Resources:			
334.04.20.0093	Dept of Commerce State Grant/Loan	\$ 95,000	
Uses:			
559.10.49.0093	Dept Commerce Grant/Loan S0420E		\$ 95,000
Department Subtotal		\$ 95,000	\$ 95,000
Budget Transfer:			
<u>001-057-000 Human Resources</u>			
Uses:			
516.10.41.0010	Professional Services		\$ 10,000
Department Subtotal			\$ 10,000
<u>001-320-000 Other Reserves</u>			
Uses:			
508.00.00.0000	Budgeted Ending Fund Balance		\$ (10,000)
Department Subtotal			\$ (10,000)

RESOLUTION NO. 28-11
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 supplemental appropriation/budget transfer to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

A Washington Rural Loan Fund Grant received from the Washington State Department of Commerce in the amount of \$95,000. This budget hearing will provide a supplemental appropriation to the 2011 Current Expense Department of Community Development Budget of \$95,000.

A \$10,000 budget transfer from Current Expense budgeted ending fund balance to Human Resources Professional Services.

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

That the 17th 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/budget transfer to the 2011 Budget as follows:

- Current Expense Fund - Department of Community Development, #001-125-000, \$95,000.
- Current Expense Fund – Human Resources, #001-057-000, \$10,000
-

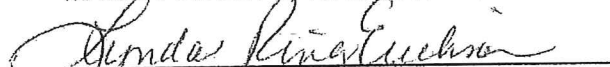
The Clerk of the Board is hereby authorized, empowered, and directed to cause notice of such hearing to be published as provided by law.

DATED this 26th day of April 2011.

ATTEST:


Shannon Goudy, Clerk of the Board


BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

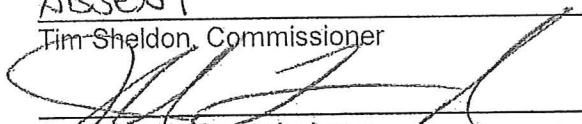

Lynda Ring Erickson, Chair

ABSENT

Tim Sheldon, Commissioner

APPROVED AS TO FORM:


Tim Whitehead, Chief Deputy Prosecuting Attorney


Jerry Lingle, Commissioner

C: Auditor's Financial Services
Treasurer
Department of Community Development
Human Resources

Publish 2x 5/5 & 5/12/11 – bill to Mason County Human Resources, 411 North 5th Street, Shelton