

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

February 12, 2013

1. Call to Order – The Chairperson called the regular meeting to order at 9:04 a.m.
2. Pledge of Allegiance – Steve VanDenover led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Randy Neatherlin; Commissioner District 2 – Tim Sheldon; Commissioner District 3 – Terri Jeffreys.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 The Washington State Liquor Control Board sent notice of establishments in Mason County with liquor licenses due to expire on May 31, 2013.
 - 4.1.2 The United States Department of the Navy sent notice of the preparation of an Environmental Impact Statement for the extension of the service pier at Naval Base Kitsap Bangor.
 - 4.1.3 The Timberland Regional Library provided an overview of their resources and services.
 - 4.1.4 Robert Drexler is seeking appointment to the Planning Advisory Commission.
 - 4.1.5 Patti Sells is seeking appointment to the Mental Health and Substance Abuse Advisory Committee.
 - 4.1.6 Stephen Allen is seeking assistance with a District Court matter.
5. Open Forum for Citizen Input –
 - 5.1 Lauren Gessler and Steve VanDenover spoke on behalf of the Mason County Transit Advisory Board. They provided a written statement for the record regarding Mason Transit Authority's services and the potential effects of moving a percentage of the sales tax that supports the transit service.
 - 5.2 Tom Davis discussed House Bill 1398 regarding funding for fairgrounds. He thought it was important for the citizens to support the bill. He encouraged the Commissioners to discuss acquiring fairgrounds for the county at a future briefing.
 - 5.3 Annette McGee urged the Commissioners to look into the current fairgrounds location at the Port prior to the Fairgrounds Advisory Committee providing their report.
 - 5.4 Pat Vandehey discussed the Shoreline Maser Plan. She was concerned about properties with failing septic systems and their ability to conform to the new regulations.
 - 5.5 Connelly Watson asked Commissioner Sheldon to elaborate on his discussion about green power that was aired on KMAS.

Cmmr. Sheldon responded that he would discuss the issue with Mr. Watson after the meeting.
 - 5.6 Sarah Amell, Aqua Terra, stated that she was interested in providing services for the Mason County Maritime Historic Resource Survey and would be available for any questions that may come up during the action agenda.
6. Adoption of Agenda - **Cmmr. Sheldon/Jeffreys moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; J-aye.**

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7. Approval of Minutes - January 28, 2013 briefing meeting minutes; February 5, 2013 regular meeting minutes.

Cmmr. Jeffreys/Sheldon moved and seconded to approve the January 28, 2013 briefing meeting minutes and February 5, 2013 regular meeting minutes. Motion carried unanimously. N-aye; S-aye; J-aye.

8. Approval of Action Agenda:

- 8.1 Approval of the resolution establishing a procedure for county office closure due to weather conditions or natural disaster. **Resolution No. 06-13 (Exhibit A)**
- 8.2 Approval to accept the bid from Kamin Excavation in the amount of \$11,772.25 to develop a small parking area at Coulter Creek Park and authorization to enter into agreement with contractor. Project is funded by and REET II Capital Funds and an ALEA and WWRP Grant from the State of Washington.
- 8.3 Approval to accept the bid from Aurora Contracting in the amount of \$34,746.88 to renovate and repair the batting cages at MCRA Park and authorization to enter into agreement with contractor. Project is funded by and REET II Capital Funds.
- 8.4 Approval of a contract for professional services between Mason County and either *Aqua Terra Cultural Resources Consultants* in the amount of \$9,396 or *Statistical Research Inc*, in the amount of \$9,300 to conduct a Maritime Historic Survey & Inventory consistent with a grant contract signed with DAHP in October 2012 (Known as contract # FY13-61013-011).
- 8.5 Approval to authorize the Chair to execute the Road Levy Certification for 2013 as requested by the County Road Administration Board (CRAB).
- 8.6 Approval of the Interdepartmental Agreement between the Public Works Department and the Assessor's Office for geographic information system services.
- 8.7 Approval of the Veterans Assistance Fund application for: Dennis A. Clark – Utilities \$178.83; Vernon F. Ellsworth (Anita) – Food \$150.00; Vernon P. Hilliard – Food \$150.00 & Housing \$200.00; Steven D. Inman – Housing \$600.00; Robin M. Kiser – Food \$150.00; Steven R. Needham – Food \$150.00; Robert D. Rietze – Utilities \$169.53; Robert E. Smith – Utilities \$214.21; Curtis Snyder – Housing \$600.00 for a total of \$2,562.57 as recommended by the Veterans Assistance Fund Screening Committee.
- 8.8 Approval to adopt a resolution setting a hearing date with the Hearing Examiner on Tuesday, March 26, 2013 at 1:00 p.m. to consider the petition for vacation of a portion of Sundown Drive in Mason County. Vacation File No. 383. **Resolution No. 07-13 (Exhibit B)**
- 8.9 Approval for the Mason County Sheriff's Office to utilize the proceeds from the private public partnership contracts with the Lake Cushman and Timberlakes communities to hire an additional Sheriff Deputy. There is no budget impact.

Item 8.9

Tom Davis asked if the additional officer would be specifically assigned to the Lake Cushman and Timberlake area.

Jim Barrett, Undersheriff, explained that a deputy would be brought in for general patrol in addition to the deputies assigned to Timberlake and Cushman.

Pat Utley, Timberlake, stated that the contract with the Sheriff's office had worked out well for the community and it had also helped to increase property values.

The Commissioners discussed the success of the Timberlake and Cushman contracts and the need for additional deputy patrols.

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Barbara Adkins noted that item 8.4 would need a separate vote.

Cmmr. Sheldon/Jeffreys moved and seconded to approve action items 8.1 through 8.9, with the exception of item 8.4. Motion carried unanimously. N-aye; S-aye; J-aye.

Item 8.4

Michael MacSems, Department of Community Development, explained that the Historic Preservation Commission received a grant and went through a bid process for the services. Aqua Terra scored the highest in the bid process and Statistical Research Inc. came in second. There was objection from an ex-officio member of the Historic Preservation Commission regarding hiring Aqua Terra, but it was the Commission's recommendation to hire Aqua Terra as the most qualified bidder.

Cmmr. Sheldon/Jeffreys moved and seconded to approve a contract for professional services between Mason County and Aqua Terra Cultural Resources Consultants in the amount of \$9,396 to conduct a Maritime Historic Survey & Inventory consistent with a grant contract signed with DAHP in October 2012 (Known as contract # FY13-61013-011). Motion carried unanimously. N-aye; S-aye; J-aye.

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

9.1 Public hearing to consider renaming an old portion of Grapeview Loop Road to Cormorant Place.

Melissa McFadden, Public Works, explained that when Grapeview Loop Road was realigned a small spur road was left over that became a County road. Public Works had worked with the school district to come up with an appropriate name for the road. Everyone did not agree on the name so the department gathered public comment from the property owners on the spur. Thirty-three names were submitted. She noted that the department tries not to name new roads too closely to existing road names to avoid confusion. Five names were presented to the Commissioners and the Commissioners selected Cormorant place for consideration.

There were no questions for staff or public testimony.

The Board thanked the Public Works department for their outreach efforts to the public.

Cmmr. Jeffreys/Sheldon moved and seconded to execute the resolution renaming the old portion of Grapeview Loop Road to Cormorant Place (County Road Number 29990). Motion carried unanimously. N-aye; S-aye; J-aye. Resolution No. 08-13 (Exhibit C)

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

10.1 The Commissioners discussed the County's budget shortfalls. The County is currently spending more than it is bringing in and tax collections are falling short of projections. There would need to be more discussion on the matter soon.

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 10:02 a.m.

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BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON




Randy Neatherlin, Chair



Tim Sheldon, Commissioner

ATTEST:



Shannon Goudy, Clerk of the Board



Terri Jeffreys, Commissioner

RESOLUTION NO. 06-13
RESOLUTION ESTABLISHING A PROCEDURE FOR COUNTY OFFICE CLOSURE DUE TO WEATHER
CONDITIONS OR NATURAL DISASTER

WHEREAS, the County Commissioners shall establish the hours of most county offices for the transaction of business;

WHEREAS, during times of inclement weather or natural disaster it is essential that the County continue to provide vital public services and it is expected that employees make every reasonable effort to report to work without endangering their personal safety;

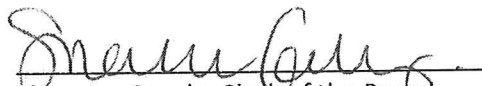
WHEREAS, in the event County offices are closed, a procedure needs to be established;


NOW THEREFORE BE IT HEREBY RESOLVED to adopt the County Office Closure Procedure as outlined in Attachment A.

DATED this 12th day of February 2013.

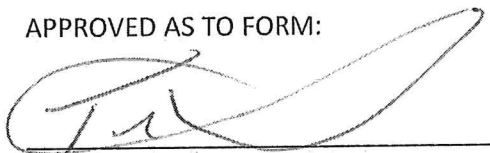
BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:


Shannon Goudy, Clerk of the Board


Randy Neatherlin, Chair

APPROVED AS TO FORM:


Tim Whitehead, Chief DPA


Tim Sheldon, Commissioner


Terri Jeffreys, Commissioner

County Office Closure Procedure

(January 2013)

When a major snow, ice or storm event is taking place or appears to be imminent, the road operations manager or their designee, shall collect information from a variety of community sources to prepare a road condition report as early as possible, but no later than 4:45 a.m. if possible.

On or about 4:45 a.m. the designated road operations manager shall contact the Public Works Director or their designee to discuss the road and weather conditions and latest weather forecast.

On or about 5:00 a.m. the Public Works Director or designee calls the Commission Chair to advise them of road conditions throughout the county and latest weather forecast and makes recommendation regarding suspending standard operations.

The Chair shall decide that:

1. **Situation does not merit suspending standard operations:** The County will observe normal business operations because road conditions in **most** areas of the County are not hazardous; all County operations will be conducted to facilitate justice and commerce. Staff may use leave as provided in the Personnel Policy 4.5 Unusual Weather Conditions/Extreme Circumstances; **or**
2. **Opening standard operations will be delayed until specified time later in the day (preferably 10:00 a.m. or 12:30 p.m.) [or closed early if conditions merit] because extremely hazardous conditions currently exist and the safety risks of travel for employees and the public and the associated County liability outweigh the benefit of commencing designated standard operations at the normal time. **or****
3. **Extremely hazardous conditions exist and are likely to persist throughout the day** and the safety risks of travel for employees and the public and the associated County liability outweigh the benefit of conducting designated standard operations this day. **Conduct of standard operations is suspended until a specified time the following day.**

The Chair will contact the Presiding Judges of Superior and District Courts to determine if it is necessary to make special accommodations for any of their operations during the suspension of standard operations.

By 6:00 a.m. the Chair calls Central Operations staff to update the County closure information message number (360-427-9670 ext. 678) with information regarding the duration of the suspension. Central Operations will contact the media.

The Public Works Director or designee shall update the County website with the closure information.

If closure occurs during regular work hours, Central Operations updates the County closure information message number (x678), contacts each county office, sends out an "all county" email, sends notice to website and the media.

RESOLUTION NO. 07.13

VACATION FILE NO.383
NOTICE OF INTENT TO VACATE
SETTING TIME AND PLACE FOR HEARING ON SAID VACATION
RCW 36.87
IN THE MATTER OF THE VACATION OF A PORTION OF SUNDOWN DRIVE

WHEREAS, NOTICE IS HEREBY GIVEN that the Mason County Public Works Department received a petition for the vacation of the following right of way:

A portion of Sundown Drive, in Sec 31, T 23N, R2W, W.M., Mason County, WA, described as follows:

All that portion of Sundown Drive, commencing at the Northwest corner of Lot 23, thence South 0°53'19" West along the West line of Said Lot 23, 65.38 feet, to the true point of beginning of this described line, said point being the beginning of a curve to the right; thence along said curve to the right, having a central angle of 75°49'12", and a radius of 174.05 feet, an arc length of 66.32 feet; thence South 13°45' 55" West, 80.81 feet, to the Northwest corner of Lot 26 as shown in the Plat of Collins Lake, Division 4, as recorded in the office of the Auditor in Volume 8 of Plats, Page 20, records of Mason County, Washington.

WHEREAS, the Board of Mason County Commissioners did set a date for public hearing on the matter before the Hearing Examiner on the matter and directed Public Works to prepare notice thereof for posting and publication.

NOW THEREFORE, BE IT RESOLVED that said hearing has been set for **Tuesday, March 26, 2013 at 1:00 p.m.** in the Commission Chambers, Mason County Courthouse Building I, 411 North Fifth Street, Shelton, Washington, at which time and place any taxpayer may appear to hear the County Engineer's report, and be heard either for or against the vacation of said portion of Sundown Drive.

DATED this 12th day of FEBRUARY, 2013.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:


Shannon Goudy, Clerk of the Board


Randy Neatherlin, Chair

APPROVED AS TO FORM:


Deputy Prosecuting Attorney


Tim Sheldon, Commissioner



Terri Jeffreys, Commissioner

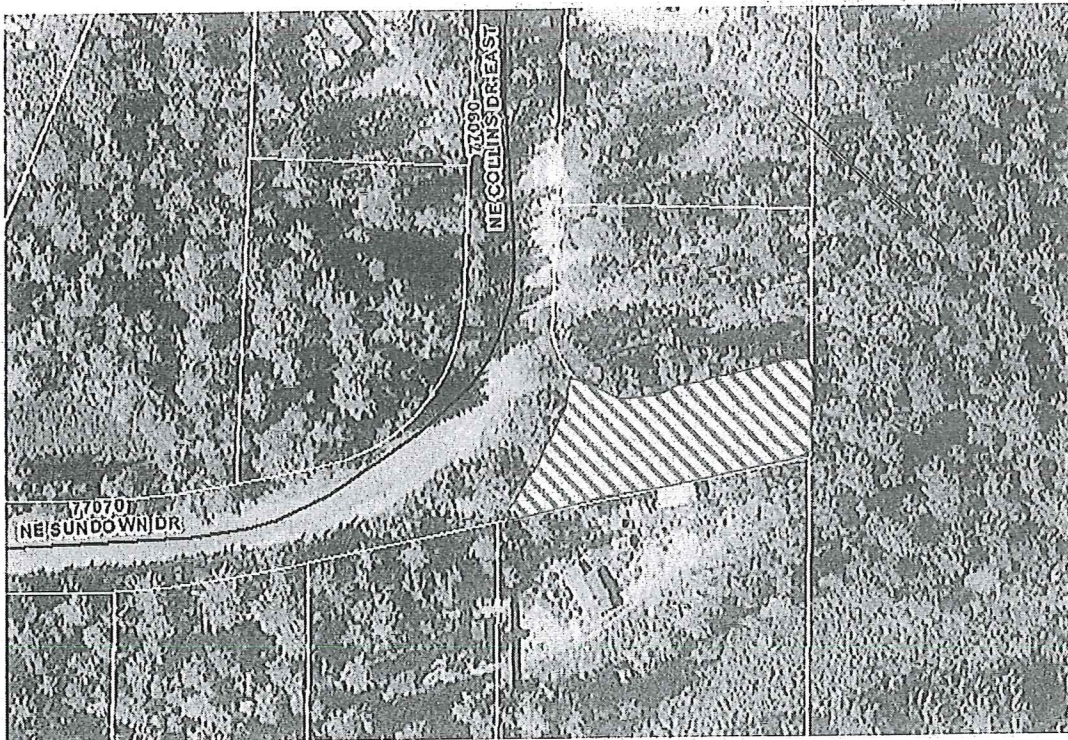
Assessor
Auditor
County Engineer
Petitioner
Post no later than 3/04/13 (20 days prior to hearing at each terminus of the county road or portion thereof proposed to be vacated or abandoned.)
Vacation File No. 382
JOURNAL - Publish 2t:3/14/13& 3/21/13
(Bill Public Works)

ROAD VACATION # 383

SUNDOWN DRIVE

EXHIBIT MAP

 VACATION AREA



MASON COUNTY
RESOLUTION NO. 08-13

WHEREAS, on January 22, 2013 the Board of County Commissioners did have prepared and published a Notice of Hearing considering renaming a portion of the old Grapeview Loop Road to Cormorant Place.

WHEREAS, a new portion of the Grapeview Loop Road has been constructed, County Road Project 1379, leaving a portion of the old road as an access that connects to the new Grapeview Loop Road.

WHEREAS, said hearing was held on February 12, 2013, and public input was received; and,

WHEREAS, it appears to be in the best interest of the citizens of Mason County to change the old portion of road that used to be Grapeview Loop Road to Cormorant Place as follows:

<u>ROAD NAME</u>	<u>ROAD NO.</u>	<u>MILE POSTS</u>
Grapeview Loop Road	77060	(Old portion of road)
TO		
Cormorant Place	29990	0.00 – 0.059

BE IT FURTHER RESOLVED that the County Engineer is hereby directed to install the necessary signs to enact this Resolution.

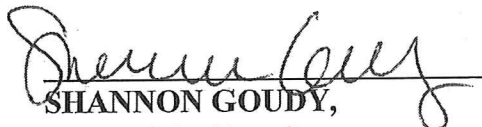
DATED this 12th of February 2013.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:




RANDY NEATHERLIN, Chair



SHANNON GOUDY,
Clerk of the Board




TIM SHELDON, Commissioner



TERRI JEFFREYS, Commissioner

APPROVED AS TO FORM:



TIM WHITEHEAD,
Deputy Prosecuting Attorney

Cc: Public Works
Sheriff
Prosecutor