

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

October 7, 2014

1. Call to Order – The Chairperson called the regular meeting to order at 9:03 a.m.
2. Pledge of Allegiance – Cmmr. Jeffreys 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 A petition of approval was received regarding the formation of the Lake Management District at Lake Nahwatzel.
 - 4.1.2 North Mason Chamber sent a formal complaint regarding the Lodging Tax Advisory Committee's recommendation of award.
 - 4.1.3 The Liquor Control Board sent a list of businesses with marijuana and liquor licenses due to expire in 90 days and marijuana license applications for Agropack and J Cubed Enterprises.
 - 4.1.4 Mason Web TV submitted a proposal for recording and live streaming meetings.
 - 4.1.5 Jan Thompson submitted a letter of resignation from Housing Authority Commission.
 - 4.2 News Release – Barbara Adkins read a news release regarding Mason County Historic Preservation Commission vacancies.
 - 4.3 News Release – Chair Jeffreys read a news release announcing an extension to the closure of the skatepark. For questions, please contact John Keates.
 - 4.4 Timberland Regional Library update – Director Cheryl Heywood introduced Library Managers Elizabeth Moss, North Mason library and Patty Ross, Shelton Library. Ms. Heywood passed out a packet containing updated library information. She stated that hours of the libraries have been extended although this did not impact budget. They are running a "get your card" campaign. She also told the Board they are utilizing Zinio which allows downloading magazines for free. She added they have various programs to assist veterans and former military.

Cmmr. Neatherlin asked Ms. Heywood to explain Microsoft IT academy.

Ms. Heywood explained that the library offers the Microsoft IT academy from the library website. The program offers a computer training certificate program. This training is available for free with a library card.

Cmmr. Sheldon asked about the buildings and space in the libraries in Mason County.

Ms. Heywood said they are aging but are doing fine.

Cmmr. Jeffreys asked about plans to increase literacy.

Ms. Heywood said they have many programs that are literacy based.

Cmmr. Jeffreys said she is looking forward to hearing back on these programs.

5. Open Forum for Citizen Input –
 - 5.1 Chief Burbridge from Fire District 4. He announced that this week is National fire prevention week. He said every district will be having an open house this Saturday. This year's slogan is "Smoke Detectors Save Lives, Check It Every Month".
 - 5.2 Annette McGee introduced representatives of the Historical Society. She explained that currently the Port of Shelton has asked the Historical Society to vacate the property they are currently using to store historical items. The Historical Society is also looking for a new place to build a

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
October 7, 2014 - PAGE 2

museum. She asked the Board to provide the Mason County Historical Society with 10 acres of land located on the corner of State Hwy 101 and West Dayton Airport Rd, to build a new museum. Ms. McGee also asked if they could store their storage container on Mason County land.

Cmmr. Shelton said he is very supportive and he feels this is a good location. He will ask Facilities if they can possibly help.

Chair Jeffreys strongly encourages the Historical Society to work with Skookum Rotary Foundation.

5.3 Pat Burke asked what portion of revenues collected go to the City of Shelton.

Cmmr. Jeffreys stated that Mason County collects and disburses to the City although the City set their own tax rates.

Mr. Burke asked if the County pays the bills for everything.

Cmmr. Neatherlin stated that they pay for their own projects and expenses.

Cmmr. Sheldon said the City of Shelton has their own levies and the County has their own. He suggested Mr. Burke contact the County Assessor for additional information.

5.3 Steve Bloomfield apologized about the email hack situation. He reiterated that it wasn't him and he is sorry. He also mentioned that people are saying that the Board has too many closed sessions.

Cmmr. Neatherlin stated that this Commission is a little different than the way it used to be. He said a lot of questions need to be answered before decisions can be made.

6. **Adoption of Agenda - Cmmr. Neatherlin/Sheldon moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; J-aye.**

7. Approval of Minutes – Approval of the September 8, 2014 briefing minutes and September 16 and 23, 2014 regular meeting minutes.

Cmmr. Sheldon/Neatherlin moved and seconded to approve the September 8, 2014 briefing minutes and September 16 and 23, 2014 regular meeting minutes. Motion carried unanimously. N-aye; S-aye; J-aye.

8. Approval of Action Agenda:

8.1 Approval of the Veterans Assistance Fund applications for: Food \$150.00; Utilities \$205.41; and Housing \$900.00 for a total of \$1255.41 as recommended by the Veterans Assistance Committee.

8.2 Approval of Warrants:

Claims Clearing Fund	Warrant #s 8011615-8011898	\$984,706.91
Claims Clearing Fund	Warrant #s 8012012-8012020	\$ 7,117.76
Claims Clearing Fund	Warrant #s 8012208-8012493	\$ 3,334,576.16
Direct Deposit Fund	Warrant #s 16417-16794	\$620,523.93
Salary Clearing Fund	Warrant #s 7000532-7000565	\$417,973.57

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
October 7, 2014 - PAGE 3

- 8.3 Approval to schedule a public hearing for October 21, 2014 at 9:30 a.m. to consider amendments to Title 17, Chapter 17.17 of the Mason County Code regulating recreational marijuana.
- 8.4 Approval for the Chair to sign Purchase and Sale Agreement for Mason County to purchase tidelands adjacent to Jacoby County Park for the amount of \$2,500.00. This purchase will allow the County to upgrade the boat ramp and preserve access to Hammersley Inlet.
- 8.5 Approval of the resolution amending Resolution 35-10, setting forth the mission, goals, scope and membership for the Transportation Improvement Program-Citizens Advisory Panel (TIP-CAP). **Resolution 53-14 (Exhibit A)**
- 8.6 Approval for the Board to approve and execute the Interlocal Agreement with MACECOM for Geographic Information System Services. Compensation for MACECOM services shall not exceed \$69,600.00 for the period of July 1, 2014 through June 30, 2016.
- 8.7 Approval of the resolution setting a budget hearing on Tuesday, October 21, 2014 at 9:30 a.m. to consider Current Expense budget transfers in the total amount of \$640,806 to the 2014 budget for the following departments:
1. Public Defender: \$120,000 budget transfer from Current Expense Ending Fund Balance for additional defense attorney costs necessary to comply with mandated caseload limits.
 2. Clerk: \$9,375 budget transfer from Current Expense Ending Fund Balance to cover cost of reclass of extra help to Clerk I entry level with benefits.
 3. Sheriff's Office/Jail: \$45,000 budget transfer from Current Expense Ending Fund Balance to cover the cost of increasing the jail contracted nursing staff to swing shift for the balance of 2014.
 4. Sheriff's Office: \$242,395 budget transfer from Current Expense Ending Fund Balance to cover additional cost for the new Deputies Guild Collective Bargaining Agreement (CBA) for 2013 and 2014.
The impact to the budgeted ending fund balance of \$5,239,165 is a reduction of \$416,770 resulting in a new budgeted ending fund balance of \$4,822,395.
 5. Sheriff's Office: \$224,036 budget transfer from Current Expense/Non-Departmental to cover additional cost for the new Deputies Guild Collective Bargaining Agreement for 2013 and 2014. This amount was anticipated in the 2014 budget for the additional CBA cost. Total additional cost of the Deputies Guild Collective Bargaining Agreement is \$437,036. \$168,037 is for 2013 retro budget impact and \$268,999 is for 2014 budget impact.
- Resolution 52-14 (Exhibit B)**

Tom Davis asked about the final impact to the current expense budget.

Chair Jeffreys said they are taking some money that is already budgeted and some from ending fund balance.

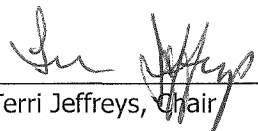
Cmmr. Neatherlin/Sheldon moved and seconded to approve action items 8.1 through 8.7. Motion carried unanimously. N-aye; S-aye; J-aye.

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time – There were no public hearings.
10. Other Business (Department Heads and Elected Officials) –
- 10.1 News Release: Melissa McFadden read the news release advertising for 2015-2016 Transportation Improvement Program Citizens Advisory Panel.
 - 10.2 Ginger Brooks commented that the Historical Society is an asset

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
October 7, 2014 - PAGE 4

- 10.3 Vicki Kirkpatrick said that from a Public Health perspective, she is happy they have a historical society and library.
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



Terri Jeffreys, Chair



Tim Sheldon, Commissioner



Randy Neatherlin, Commissioner

ATTEST:



Clerk of the Board

MASON COUNTY
RESOLUTION NO. 53-14
AMENDING RESOLUTION 35-10

A Resolution of the Board of County Commissioners (Board) of Mason County, State of Washington, setting forth the mission, goals, scope and membership for the Transportation Improvement Program – Citizens Advisory Panel (TIP-CAP).

WHEREAS, a public hearing to adopt the 6-Year Transportation Improvement Program (TIP) is required in accordance with RCW 36.81.121 and WAC 136.16.010; and

WHEREAS, the Board recognizes the need and added value associated with public involvement during the preparation of the 6 Year Transportation Improvement Program; and

WHEREAS, the Board established a citizen advisory panel by Resolution No. 93-99 to assist in the preparation of the 6-Year TIP; and

WHEREAS, the Board amended Resolution No. 93-99 with Resolution No. 35-10 to better clarify the mission and goals of TIP-CAP; and

WHEREAS, the current Board wishes to further refine and clarify the membership, mission, goals, and charge of TIP-CAP.

BE IT RESOLVED by the Board of County Commissioners of Mason County, State of Washington, as follows:

SECTION I: MISSION

The mission of TIP-CAP is to represent citizen transportation interests throughout Mason County for all modes of travel during the development of the 6-Year TIP.

SECTION II: GOALS

The goal of TIP-CAP is to make transportation improvement investment recommendations to the Board of County Commissioners in an advisory capacity that strives to balance community priorities, county future land-use planning, safety and financial constraints.

SECTION III: SCOPE

TIP-CAPs scope of work includes:

- A. Gather input from others on potential transportation projects and needs.
- B. Align projects and needs with the County Comprehensive Plan.
- C. Develop, at a minimum, a bi-annual list for inclusion in the Priority Array.

- D. Review all projects, at a minimum, on a bi-annual basis and make recommendations to be presented to the Board of County Commissioners.
- E. Provide testimony during the public hearing process adopting the Annual and 6-Year TIP.

SECTION IV: MEMBERSHIP

Membership shall be comprised of one citizen representing the following:

- Commissioner District 1 – rural, outside Urban Growth Areas and Rural Activity Centers
- Commissioner District 2 - rural, outside Urban Growth Areas and Rural Activity Centers
- Commissioner District 3 - rural, outside Urban Growth Areas and Rural Activity Centers
- City of Shelton Urban Growth Area
- Belfair or Allyn Urban Growth Area
- Hoodsport or Union Rural Activity Center
- Transit interests
- Freight/trucking inerests
- Bicycling/Pedestrian interests

The term for membership shall be for a two year period.


SECTION V: MEETINGS

Meetings will be held three to six times per year generally from January through June, and October. Meetings will be supported by Mason County Public Works staff.

ADOPTED THIS 7 DAY OF October 2014.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:



JULIE A LMANZOR, Clerk of Board

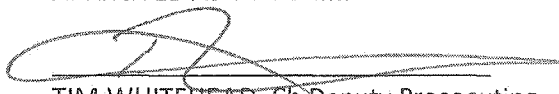


TERRI JEFFREYS, Chair



TIM SHELDON, Commissioner

APPROVED AS TO FORM:



TIM WHITEHEAD, Ch Deputy Prosecuting
Attorney



RANDY NEATHERLIN, Commissioner

RESOLUTION NO. 5214
2014 BUDGET
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 2014, it is necessary to make provision for Budget Transfers to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

Current Expense — \$640,806 budget transfer from Current Expense Fund ending fund balance/Non-Departmental to:

Public Defender \$120,000 budget transfer from Current Expense Ending Fund balance to cover additional Defense Attorney costs necessary to comply with mandated caseload limits.

Clerk \$9,375 budget transfer from Current Expense Ending Fund balance to cover cost of reclass of extra help to Clerk I Entry Level with benefits

Sheriff's Office/Jail \$45,000 budget transfer from Current Expense Ending Fund Balance to cover the cost of increasing the jail contracted nursing staff to swing shift for the balance of 2014.

Sheriff's Office \$242,395 budget transfer from Current Expense Ending Fund Balance to cover additional cost for the new Deputies Guild Collective Bargaining Agreement (CBA) for 2013 and 2014.

Sheriff's Office \$224,036 budget transfer from Current Expense/Non-Departmental to cover additional cost for the new Deputies Guild Collective Bargaining Agreement for 2013 and 2014. This amount was anticipated in the 2014 budget for the additional CBA cost.

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

That the 21st day of October, 2014 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 Budget Transfers to the 2014 Budget as follows:

- **Current Expense – \$640,806**

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

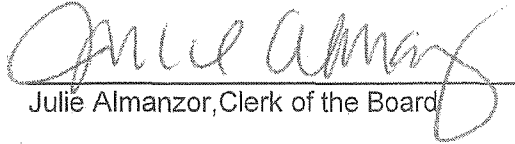
DATED this 7th day of October, 2014.

10/2/2014

Resolution No. 52-14

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:


Julie Almanzor, Clerk of the Board


Terri Jeffreys, Chair

APPROVED AS TO FORM:


Tim Sheldon, Commissioner


Tim Whitehead, Chief Deputy Prosecuting
Attorney


Randy Neatherlin, Commissioner

C: Auditor Financial Services
Treasurer

Publish 2x 10/9 & 10/16 – bill to Commissioners, 411 North 4th Street, Shelton

10/2/2014