

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
October 17, 2017

1. Call to Order – The Chairperson called the regular meeting to order at 9:01 a.m.
2. Pledge of Allegiance – Patsy Robinson led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Randy Neatherlin; Commissioner District 2 – Kevin Shutty; Commissioner District 3 – Terri Drexler.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 Colby Swanson sent in petitions for the re-creation of the Lake Management District #2 of Mason Lake.
 - 4.1.2 Port of Shelton sent a copy of their Tax Levy for 2018.
 - 4.1.3 Washington State Liquor and Cannabis Board sent an application for Mason General Hospital Foundation 2505 Olympic Highway North STE 460, Shelton.
 - 4.1.4 Mason Web TV submitted view statistics for 3rd Quarter 2017.
5. Open Forum for Citizen Input –
 - 5.1 Cheryl Williams announced that Saturday, October 21st will have an event called "Ballots and Baristas" at the Belfair Starbucks from 10:00 a.m. until 2:00 p.m. to discuss ballot issues before the election.
 - 5.2 Toni Sheldon submitted a letter to the Governor to announce that she is planning to retire at the end of March, 2018.
6. Adoption of Agenda - **Cmmr. Drexler/Neatherlin moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; D-aye.**
7. Approval of Minutes – October 2, 2017 and October 9, 2017 Briefing Minutes.
Cmmr. Neatherlin/Drexler moved and seconded to approve the October 2nd and October 9th briefing minutes as written. Motion carried unanimously. N-aye; S-aye; D-aye.
8. Approval of Action Agenda:
 - 8.1 Approval to reclassify Stacey Ells from an Accounting Technician, Range 2 to a Senior Accounting Technician, Range 2 for a revised maximum consideration of \$4440.00 annually.
 - 8.2 Approval of Warrants

Claims Clearing Fund	Warrant #s 8051505-8051730	\$ 776,754.73
Direct Deposit Fund	Warrant #s 44562-44942	\$ 651,962.72
Salary Clearing Fund	Warrant #s 7003115-7003154	\$ 927,036.10
Total		\$ 2,355,753.55
 - 8.3 Approval to authorize ER&R to declare the attached list of vehicles, motorcycles and equipment as surplus and dispose of at the Washington State Surplus Sales and Ritchie Brothers Auctioneers.
 - 8.4 Approval to set a hearing for Tuesday, November 7, 2017 at 9:30 a.m. to consider and take public comment on posting the speed limit on Dewatto Beach Drive at 25 MPH.
 - 8.5 Approval to set a hearing on November 7, 2017 at 9:30 a.m. to consider and take public comment on posting the speed limit on Little Mission Creek Lane and Lincoln Court at 25 MPH.

Cmmr. Drexler/Neatherlin moved and seconded to approve action items 8.1 through 8.5. Motion carried unanimously. N-aye; S-aye; D-aye.

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
October 17, 2017 - PAGE 2

9. Other Business (Department Heads and Elected Officials)- None.

Break
9:16-9:30

10. 9:30 a.m. Public Hearings and Items set for a certain time –

10.1 Public Hearing to consider Supplemental Appropriations and Budget Transfers to the 2017 budget. Staff: Frank Pinter (**Ex. A**)

Supplemental Request:

\$400,000 to Non Departmental for 911 Enhanced Communication Tax
\$169,630 to Public Health for DOH CHG Grant
\$535,584 to Public Health for DOH HEN Grant
\$250,000 Expenditure of DOE Grant Extension for Belfair Storm Water Grant
\$1,200 to Assessors Office for donated revenue

Budget Transfers:

\$80,000 Transfer from Mental Health Tax Fund 164 to Public Defenders Office

\$323,877 Transfer from General Fund Ending Balance to:

\$50,000 to Public Defenders Office Department 001.240

\$18,877 to District Court Department 001.100

\$200,000 to Non Departmental – Accrued Leave 001.300.200

\$50,000 to Non Departmental – Mailer Cost 001.300

\$10,000 to Assessor for Accrual to Cash adjustment for Payroll 001.020

\$16,831 Transfer from REET 1 Ending Fund Balance to:

\$10,000 to Veterans Assistance Fund – 190

\$6,831 to Historic Preservation Fund – 116

\$100,000 Transfer from REET 2 Stormwater Drain – 351

\$80,000 to Belfair Wastewater – 413

\$20,000 to reet 2- 351

Frank Pinter read through the requests and gave a brief description of where the funds would be disbursed.

Cmmr. Neatherlin questioned the \$50,000 mailer cost. Frank explained that the company in charge of printing the mailers has not responded to inquiries. Cmmr. Neatherlin asked to remove this item due to ballots already being sent out to voters. Cmmr. Drexler and Shutty agreed.

No public comment received.

Cmmr. Neatherlin moved to approve the following supplemental appropriations and budget transfers to the 2017 budget

Supplemental Request:

\$400,000 to Non Departmental for 911 Enhanced Communication Tax

\$169,630 to Public Health for DOH CHG Grant

\$535,584 to Public Health for DOH HEN Grant

\$250,000 Expenditure of DOE Grant Extension for Belfair Storm Water Grant

\$1,200 to Assessors Office for donated revenue

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
October 17, 2017 - PAGE 3

Budget Transfers:

\$80,000 Transfer from Mental Health Tax Fund 164 to Public Defenders Office

~~\$323,877~~ \$279,000 Transfer from General Fund Ending Balance to:

\$50,000 to Public Defenders Office Department 001.240

\$18,877 to District Court Department 001.100

\$200,000 to Non Departmental – Accrued Leave 001.300.200

~~\$50,000 to Non Departmental – Mailer Cost 001.300~~

\$10,000 to Assessor for Accrual to Cash adjustment for Payroll 001.020

\$16,831 Transfer from REET 1 Ending Fund Balance to:

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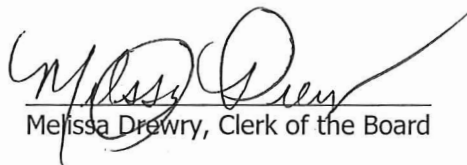
\$20,000 to reet 2- 351

Cmmr. Drexler clarified that the budget transfer of \$323,877 was reduced to \$273,877 after removal of the \$50,000 for mailer costs. Cheryl Williams pointed out that the original math was incorrect and the grand total should have been \$328,877. It was determined that the actual reduction would total \$278,877.

Cmmr. Neatherlin amended his motion to say not to exceed \$279,000. Motion seconded by Cmmr. Drexler. Motion carried unanimously. N-aye; S-aye; D-aye.

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 9:42 a.m.

ATTEST:


Melissa Drawry, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON


Kevin Shutty, Chair


Terri Drexler, Commissioner


Randy Neatherlin, Commissioner

ORDER
2017 Budget

IN THE MATTER OF:
BUDGET SUPPLEMENTAL/TRANSFERS - NOTICE OF HEARING
RESOLUTION NO. 52-17
DATED AND PASSED: September 26, 2017
FOR BUDGET SUPPLEMENTAL/TRANSFERS OF:

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. 52-17 (see Attachment A which is incorporated as part of this order).

THE BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY, hereby approves the budget supplementals/transfers to the 2017 budget as follows:

Supplemental Requests:

\$400,000 to Non Departmental for 911 Enhanced Communication Tax Revenue
(\$400,000) to Non Departmental for 911 Enhanced Communication Tax Expenditure
\$169,630 to Public Health for DOH CHG Grant Revenue
(\$169,630) to Public Health for DOH CHG Grant Expenditure
\$535,584 to Public Health for DOH HEN Grant Revenue
(\$535,584) to Public Health for DOH HEN Grant Expenditure
\$250,000 Revenue Received from Department of Ecology for Belfair Storm Water Drainage Grant Extension
(\$250,000) Expenditure of DOE Grant Extension for Belfair Storm Water Drainage Grant
\$1,200 to Assessors Office for donated revenue
(\$1,200) to Assessors Office for additional year end expenditures
TOTAL: \$0

Budget Transfers:

\$80,000 Transfer from Mental Health Tax Fund 164
 \$80,000 Public Defenders Office General Fund 001.240

\$278,877 Transfer from General Fund Ending Balance to 001.320
 \$50,000 to Public Defenders Office Department 001.240
 \$18,877 to District Court Department 001.100
 \$200,000 to Non Departmental – Accrued Leave 001.300.200
 ~~— \$50,000 to Non Departmental – Prop 1 Mailer Cost 001.300~~
 \$10,000 to Assessor for Accrual to Cash adjustment for Payroll 001.020

\$16,831 Transfer from REET 1 Ending Fund Balance – 350
 \$10,000 to Veterans Assistance Fund – 190
 \$6,831 to Historic Preservation Fund – 116


\$100,000 Transfer from REET 2 Stormwater Drain – 351
 \$80,000 to Belfair Wastewater – 413
 \$20,000 to REET 2 Ending Fund Balance

BE IT FURTHER RESOLVED that these Supplemental Appropriations and Budget Transfers will be expended and recorded in the 2017 budget as listed in Attachment B which is also incorporated as part of this order.

PASSED in open session this 17th day of October 2017.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:

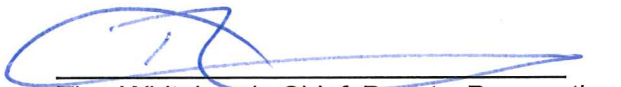


Melissa Drewry, Clerk of the Board



Kevin Shutty, Chair

APPROVED AS TO FORM:



Tim Whitehead, Chief Deputy Prosecuting Attorney



Randy Neatherlin, Commissioner



Terri Drexler, Commissioner

C: Auditor Financial Services
Treasurer

RESOLUTION NO. 52-17

2017 BUDGET

SUPPLEMENTAL/BUDGET TRANSFER REQUESTS - NOTICE OF HEARING

WHEREAS, by reason of conditions which could not be reasonably foreseen at the time of making the budget for the year 2017, it is necessary to make provision for Supplemental/Budget Transfers to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

Supplemental Request:

\$400,000 to Non Departmental for 911 Enhanced Communication Tax Revenue
 (\$400,000) to Non Departmental for 911 Enhanced Communication Tax Expenditure
 \$169,630 to Public Health for DOH CHG Grant Revenue
 (\$169,630) to Public Health for DOH CHG Grant Expenditure
 \$535,584 to Public Health for DOH HEN Grant Revenue
 (\$535,584) to Public Health for DOH HEN Grant Expenditure
 \$250,000 Revenue Received from Department of Ecology for Belfair Storm Water Drainage Grant Extension
 (\$250,000) Expenditure of DOE Grant Extension for Belfair Storm Water Drainage Grant
 \$1,200 to Assessors Office for donated revenue
 (\$1,200) to Assessors Office for additional year end expenditures
TOTAL: \$0

Budget Transfers:

\$80,000 Transfer from Mental Health Tax Fund 164
 \$80,000 Public Defenders Office General Fund 001.240

\$328,877 Transfer from General Fund Ending Balance to 001.320
 \$50,000 to Public Defenders Office Department 001.240
 \$18,877 to District Court Department 001.100
 \$200,000 to Non Departmental – Accrued Leave 001.300.200
 \$50,000 to Non Departmental – Prop 1 Mailer Cost 001.300
 \$10,000 to Assessor for Accrual to Cash adjustment for Payroll 001.020

\$16,831 Transfer from REET 1 Ending Fund Balance – 350
 \$10,000 to Veterans Assistance Fund – 190
 \$6,831 to Historic Preservation Fund – 116

\$100,000 Transfer from REET 2 Stormwater Drain – 351
 \$80,000 to Belfair Wastewater – 413
 \$20,000 to REET 2 Ending Fund Balance

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

That the 17th day of October 2017 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 Supplemental and Transfer requests to the 2017 Budget as follows:

Supplemental Request:

\$400,000 to Non Departmental for 911 Enhanced Communication Tax Revenue
 \$169,630 to Public Health for DOH CHG Grant Revenue
 \$535,584 to Public Health for DOH HEN Grant Revenue
 \$250,000 Revenue Received from Department of Ecology for Belfair Storm Water Drainage Grant Extension
 \$1,200 to Assessors Office for donated revenue

Budget Transfers From:

\$328,877 General Fund Ending Fund Balance 001.320
 \$80,000 Mental Health Tax Ending Fund Balance 164
 \$16,831 REET 1 Ending Fund Balance 350
 \$10,000 Veterans Assistance Ending Fund 190
 \$100,000 Transfer from REET 2 Stormwater Drain – 351
TOTAL: \$535,708

Resolution No. 52-17


To:

- \$130,000 to Public Defends Office Department 001.320
- \$18,877 to District Court Department 001.240
- \$200,000 to Non-Departmental – Accrued Leave 001.300.200
- \$50,000 to Non Departmental for Proposition 1 mailer 001.300
- \$10,000 to Assessor for Accrual to Cash Adjustment 001.020
- \$10,000 to Veterans Assistance Fund Revenue 190
- \$10,000 to Veterans Assistance Fund Expenditures 190
- \$6,831 to Historic Preservation Fund Revenue 116
- \$80,000 to Belfair Wastewater – 413
- \$20,000 to REET 2 Ending Fund Balance
- TOTAL: \$535,708**

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 of September, 2017

ATTEST:



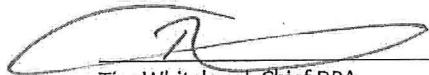
 Melissa Drewry, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON



 Kevin Shutty, Chair

APPROVED AS TO FORM:



 Tim Whitehead, Chief DPA



 Terri Drexler, Commissioner



 Randy Neatherlin, Commissioner

CC: Auditor – Financial Services
Publish 2x 10/5 & 10/12 bill to
Commissioners,
411 North 5th Street, Shelton

Budget Order 10.17.2017

Attachment B

\$	400,000	Rev	Inc	Resource	911 Enhanced Comm	001.000000.300.300.313.16.300000.0000.00
\$	400,000	Exp	Inc	Use	911 Enhanced Comm	001.000000.300.300.522.20.551010.0000.00
\$	250,000	Rev	Inc	Resource	DOE Grant Revenue	480.000000.000.000.334.03.310007.0000.00
\$	100,000	Exp	Inc	Use	Professional Services	480.000000.000.000.531.30.541000.0000.00
\$	50,000	Exp	Inc	Use	Professional Services	480.000000.000.000.595.30.541000.0000.00
\$	100,000	Exp	Inc	Use	Professional Services	480.000000.000.000.531.30.565000.0000.00
\$	535,584	Rev	Inc	Resource	DOH Grant for HEN Revenue	117.000000.000.200.334.04.320018.0000.00
\$	535,584	Exp	Inc	Use	Professional Services	117.000000.000.200.565.40.541009.0000.00
\$	169,630	Rev	Inc	Resource	DOH Grant for DHG Revenue	117.000000.000.200.334.04.320017.0000.00
\$	169,630	Exp	Inc	Use	Professional Services	117.000000.000.200.565.40.541010.0000.00
\$	1,200	Rev	Inc	Resource	Donated Revenue	001.000000.020.000.369.90.300000.0000.00
\$	1,200	Exp	Inc	Use	Professional Services	001.000000.020.000.514.24.541010.0000.00
\$	80,000	Exp	Dec	Resource	Mental Health EFB	164.000000.000.000.508.30.500000.0000.00
\$	50,000	Exp	Dec	Resource	General Fund EFB	001.000000.320.000.509.90.500000.0000.00
\$	80,000	Exp	Inc	Use	OPD Contract Obligations	001.000000.240.200.515.92.541010.0000.00
\$	50,000	Exp	Inc	Use	OPD Contract Obligations	001.000000.240.200.515.92.541011.0000.00
\$	18,877	Exp	Dec	Resource	General Fund EFB	001.000000.320.000.509.90.500000.0000.00
\$	18,877	Exp	Inc	Use	District Court CBA Increases	001.000000.100.000.512.40.510600.0000.00
\$	200,000	Exp	Inc	Resource	General Fund EFB	001.000000.320.000.509.90.500000.0000.00
\$	200,000	Exp	Inc	Use	Accrued Leave Payouts	001.000000.300.200.518.10.510010.0000.00
\$	50,000	Exp	Inc	Resource	General Fund EFB	001.000000.320.000.509.90.500000.0000.00
\$	50,000	Exp	Inc	Use	Prop 1 Mailer	001.000000.300.000.518.90.541010.0000.00
\$	10,000	Exp	Dec	Resource	General Fund EFB	001.000000.320.000.509.90.500000.0000.00
\$	10,000	Exp	Inc	Use	Assessors Accrual to Cash Salaries	001.000000.020.000.514.24.510140.0000.00
\$	10,000	Exp	Inc.	Resource	REET Funds	351.000000.300.000.594.19.562010.0000.00
\$	10,000	Exp	Inc	Use	Veterans Assistance EFB	190.000000.000.000.362.50.300000.0000.00
\$	10,000	Exp	Dec	Use	Veterans Assistance EFB	190.000000.000.000.362.50.300000.0000.00
\$	10,000	Exp	Inc	Use	Veterans Assistance Loans	190.000000.000.000.565.20.549010.0000.00
\$	6,831	Exp	Inc.	Resource	REET Funds	351.000000.300.000.594.19.562010.0000.00
\$	6,831	Rev	Inc	Use	Historic Preservation Misc Rev	116.000000.000.000.308.30.300000.0000.00
\$	100,000	Exp	Dec	Resource	REET 2 Stormwater Drain	351.000000.000.000.597.00.500480.0000.00
\$	80,000	Exp	Inc	Use	Belfair Wastewater	351.000000.000.000.597.00.500413.0000.00
\$	20,000	Exp	Inc	Use	REET 2 EFB	351.000000.000.000.508.30.500000.0000.00