

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Week of January 23, 2012**

According to staff notes, the following items were discussed.

Monday, January 23, 2012

10:00 A.M. Auditor's Office – Theresia Ehrich  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:

- Theresia reviewed the County's financial status including the 2010 and 2011 Current Expense expenditure comparison, including 13<sup>th</sup> month and January 2012 cash flow.
- Work continues on the new financial system.
- The 2012 indirect amounts have been verified and they will be collected monthly.
- Theresia is working on a budget order for the non-union employee's medical change and she recommended the Board set a budget hearing later in the year to include any budget changes.

10:15 A.M. Central Operations - Diane Zoren  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:

- Department Director annual evaluations are scheduled on Monday, February 6, 1 p.m. to 3 p.m.
- Resolution amending the departments reporting to the Commissioners. John Keates revised the resolution, merging Parks, Trails & Facilities. Diane verified the following changes - add Risk Management to Human Resources and remove Budget & Finance and asked if there are any other changes. The Board agreed to the changes and Cmmr. Ring Erickson asked that the Public Health Department name be changed to include Human Services.
- In a follow-up to a December briefing, Diane asked if an agenda item should be scheduled to discuss possible restructure (County Administrator and/or reduce Commissioners' salaries). Cmmr. Sheldon is fine with the status quo and is not interested in reducing the Commissioners' salaries or pursuing a county administrator position. Cmmr. Ring Erickson is not interested in pursuing a county administrator position but would like to further review the Commissioners' salaries. Diane will research how other counties set the Commissioners salaries.
- Agenda items were suggested for the North Mason meeting on January 31.
- Request from the Port of Shelton to add a project to the CEDS list for the Johns Prairie Wholesale Water Connection, \$350,000. The Board agreed to amend the CEDS resolution and Diane will place it on an agenda.

~~10:30 A.M. Executive Session – RCW 42.30.110 (1) (g) – Personnel canceled~~

10:45 A.M. Sheriff's Office – Sheriff Salisbury/Undersheriff Barrett  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:

- Discussed the previous supplemental request made on 1/9/2012 for computers funded by a Byrne Grant in the amount of \$17,880, increased intergovernmental charge from MACECOM for \$45,502 and the omitted Sergeants bars line salary for \$61,236. The Sheriff added to that request, due to the recent reduction of the Traffic Policing Budget on 1/17/2012, the need to move two salaried partial FTE's, specifically a .6 of a Chief and a .5 for a Sergeant that includes their Industrial Insurance, Social Security and State Retirement into the Sheriff's Patrol budget in the amount of \$93,786.
- The Commissioners requested clarification on the % of FTE positions and if there are any other foreseeable needs in the future. The Sheriff's office indicated that except for exigent circumstances, there are no additional foreseeable needs.
- Additionally the Sheriff's office spoke about the vehicle needs for the Sheriff's Department for the 2012, 2013 and 2014 budget cycle. As a result of the reduced ER&R charges they are not accumulating enough reserve funds to cover the cost of new vehicles in these years. The Commissioners requested the Sheriff's office meet with Dave Loser to discuss details and come back to the Commission with options.

Board of Mason County Commissioners' Briefing Meeting Minutes  
January 23, 2012

- 11:00 A.M. Public Works - Charlie Butros/Brian Matthews  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Service contract for routine paint striping for 2012 and authorize the Public Works County Engineer to advertise, set bid date/time, award, and sign the service contract.
  - Use the County MRSC Small Work Roster for a contractor to replace the four overhead doors at the Public Works Belfair shop. One is has a non-functional lifting mechanism and the other three do not meet current safety standards.
  - Call for bids for 2012 Manufacturing & Stockpiling of Mineral Aggregate.
  - Request to re-advertise for Hot Mix Asphalt, MC250 Cold Mix and/or CSS I Tack Coat and for Towing Services for calendar year 2012. The bid openings were scheduled for January 18, 2012 and the county was closed due to snow.
  - Surplus property sale issue was discussed.
  - Emergency Declaration will be requested for the recent storm event.
- 11:15 A.M. Utilities & Waste Management - Tom Moore/John Cunningham  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Divestiture of solids waste and the water/sewer utilities was discussed. Staff was directed to come back with a work plan on the process.
- NOON BREAK
- 12:15 P.M. Public Health  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Discussed membership in the National Association of Local Boards of Health. Staff will do research and report back on what the benefits are to membership and what would be lost if we do not renew our membership. Staff will also determine what is going on around establishing a State Association of Local Boards of Health.
  - Staff requested to bring a news release to the February 7 Commissioners' meeting letting the community know that we are seeking members to serve on the Mental Health and Substance Abuse Advisory Committee. The Committee will oversee the process for allocating funds from the 1/10th of 1% Sales Tax for mental health, substance abuse and therapeutic courts, review the proposals, make recommendations for funding allocations to the Commissioners, evaluate the services funded and prepare a report for the Community on how the funds were spent and what was accomplished.
- 12:30 P.M. Auditor's Office – Amber Cervantes  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:  
Amber Cervantes, Elections Supervisor, reviewed the naming options for the 39 voting precincts. The precincts must be numbered and naming them is an option. The Board voted at their January 17 Commission meeting to also name the precincts. After review, the Board indicated their choices and Amber will update the precinct list.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

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Lynda Ring Erickson  
Chair

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Tim Sheldon  
Commissioner

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Steven Bloomfield  
Commissioner