

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of April 9, 2012

According to staff notes, the following items were discussed.

Monday, April 9, 2012

9:00 A.M.

Auditor's Office – Theresia Ehrich

Commissioners Sheldon and Bloomfield were in attendance. Commissioner Ring Erickson was absent.

The following items were reviewed:

- Provided copies of March financials (monthly recap, revenue comparisons, expenditure comparisons) & answered few questions. Current Expense (CE) revenues down \$179,434 through March from 2010. Current Expense expenditures \$445,641 more through March from 2010 year.
- \$9 million in property tax revenues and \$3 million in sales tax equal almost half the CE 2012 revenues budgeted.
- Provided April CE revenue & expenditure budget totals after last week's amendment.
- Provided current April cash flow for Current Expense & Public Health.
- Working on closing out 2011 financial year to send SAO County's Annual Report by end of May. Current Expense has had \$25 million in audited revenues every year since 2005.
- Provided leave recaps by department & fund for year end 12/31/2011 (percentage of FTE per employee not included).
- Provided 3/31/12 Sales & Use Tax Fund, REET 1 Fund, REET 2 Fund financial recaps.
- Gave copies of GASB 54 fund balance resolution that needs to be adopted before 2011 Annual Report is submitted to SAO. Needs to be added to Action Agenda in next couple weeks.
- Cmmr. Sheldon asked about mental health fund resolution on original taxes collected. This is not a resolution Theresia would prepare. Cmmr. Sheldon stated he will discuss with Vicki Kirkpatrick.

9:15 A.M.

Central Operations - Diane Zoren

Commissioners Sheldon and Bloomfield were in attendance. Commissioner Ring Erickson was absent.

The following items were reviewed:

- Shelton Chamber of Commerce State of Community Address is scheduled on Thursday, April 19, 6 p.m. Cmmrs. Ring Erickson and Sheldon will be speaking.
- Tuesday, May 15, Cmmr. Ring Erickson & Sheldon are out of the office. Commissioners agreed to cancel the Commission meeting. Diane will check with Cmmr. Ring Erickson on May 14 briefings, Cmmr. Sheldon is not available on May 14.
- Need to adopt resolution to designate the *Shelton Mason County Journal* as official county newspaper. This is required annually in April.

9:45 A.M.

Sheriff's Office – Sheriff Salisbury/Frank Pinter

Commissioners Sheldon and Bloomfield were in attendance. Commissioner Ring Erickson was absent.

The following items were reviewed:

- The Sheriff's Office thanked the Commissioners for their action on the Budget Supplemental.
- The proposal for vehicles is being worked on and should be completed by the next briefing.
- The Offsite Evidence proposal was discussed and the Commissioners suggested the Interim Public Works Director and Facilities Director, meet and discuss the proposal and move forward with recommendations.
- The Commissioners were informed of the agreement the Sheriff's Office will enter into with Mason General Hospital to receive a 25% discount on medical costs incurred by the County Jail at all MGH facilities. Cmmr. Bloomfield asked if there are any trend analytics that look at Jail inmate health care cost correlations to predictable monetary, physical, personal or other relevant factors.

Board of Mason County Commissioners' Briefing Meeting Minutes  
Week of April 9, 2012

10:00 A.M. BREAK

- 10:15 A.M. Public Works - Brian Matthews  
Commissioners Sheldon and Bloomfield were in attendance. Commissioner Ring Erickson was absent.  
The following items were reviewed:
- Spring application of herbicides for vegetation control along county roads on or after May 1, 2012.
  - A resolution setting a hearing date to consider public comment on the matter of the declaration of thirteen parcels of real property to be surplus to the needs of Mason County and to authorize the offering of the parcels for sale by means of a sealed bid process.
  - Request the Board authorize a resolution declaring a parcel of real property to be surplus to the needs of Mason County and approving the sale of the parcel to Jeanette Lewis.

~~10:30 A.M. Utilities & Waste Management — Tom Moore/John Cunningham canceled~~

~~10:45 A.M. Health & Human Services — Vicki Kirkpatrick canceled~~

~~11:00 A.M. Closed Session — RCW 42.30.140 (4) Labor Negotiations canceled~~

BREAK – NOON

- 1:30 P.M. Community Development/Utilities & Waste Management//State Agencies  
Subject: Mandatory sewer connections for new development  
Commissioners Ring Erickson and Bloomfield were in attendance, Commissioner Sheldon participated via telephone. Staff in attendance: Tom Moore & John Cunningham, Utilities & Waste Management; Barbara Adkins, Community Development; Cindy Waite, Public Health and representatives from WA State agencies Ecology, Commerce, Health, EPA, and Puget Sound Partnership .  
The following are discussion topics and bullet points of related discussions regarding Development Code Revisions Related to Allowance of On-site Systems:
- Question of shrinking Belfair UGA:
    - County's choice as to where to allow growth to occur;
    - Usually done with a County-wide look to account for County's growth projections from OFM;
    - Needs to be done with carefully & inclusively of all related decisions impacts of UGA size;
    - Revisions to boundary require Comp Plan amendment;
  - Use of incorporation process for Belfair UGA review:
    - Minimum incorporation population is 1,500 people;
    - What is projected population of the current Belfair UGA;
    - Incorporation analysis includes broad look at items including density, zoning, transportation, water, sewer, etc.;
    - Look at incorporation looks at everything needed to provide urban services to the incorporation area regardless of what the area looks like size and shape wise;
  - Code revision proposal:
    - Proposed revision allows on-site systems outside of 500 feet from sewer;
    - Requires commitment to connect when sewer is available;
    - PAC also wanted look at not requiring hookup until existing on-site system fails and allowing on-site systems outside of 200 feet from sewer;
    - Recollection is that North Bay/Case Inlet property owners were required to connect when sewer was available;

Board of Mason County Commissioners' Briefing Meeting Minutes  
Week of April 9, 2012

- Approximately 190-200 +/- existing lots further than 500 feet from sewer in Belfair UGA in Phases 1 thru 4;
- Phase 3 has a rural overlay zone that allows development not to be on on-site systems as long as it doesn't preclude future development to occur to the underlying zoning level – Western Washington Growth Management Hearings Board (WWGMHB) was okay with this;
- Might this also work for undeveloped areas in Phase 2;
- Commerce's rules do allow on-site systems in urban areas in certain circumstances;
- Part of concern is how do we keep the Belfair sewer system viable financially and operationally – this needs to be a part of the discussion;
- Comp Plan states the desire is to transition the Belfair UGA to a more densely developed area – sewers can help achieve this goal/vision;
- Some feeling that sewerage of Phases 2, 3 & 4 was “pushed” on the County by the decisions of the WWGMHB;
- What can be done policy-wise to encourage faster commercial development in the core of the Belfair UGA which will help the residential customers in the UGA;
- Is it possible that it can be agreed that certain areas in the UGA should not be sewerage or sewers installed through such areas as wetlands, stream areas, sensitive areas, etc.;
- Nothing in WWGMHB direction/decisions relates to the phasing of the sewer in the Belfair UGA – only that the County be logical in doing the phasing of the sewer;
- By amending the Belfair sewer plan and the County comp plan, the phasing of the sewer in the Belfair UGA can be reconfigured;
- Existing funding agreements may have some flexibility in them to be amended as it relates to specific work to be completed with a particular funding agreement;
- It is likely that no matter when the sewerage of the current Phase 2 area of the Belfair UGA occurs, outside funding assistance will be by the County;
- Interest in finding a way to allow development to occur on existing lots that are over 500 feet away from the sewer in the Belfair UGA – either using on-site septic, or holding tanks or some other method;
- With respect to water quality, will Phases 1 and 2 achieve what is expected of them – yes in Phase 1, unsure about phase 2;
- State does allow use of holding tanks for non-residential development in areas that are transitioning from on-site to sewer;
- Does anyone know how many failing septic systems will be taken off line in Phase 1 and in Phase 2;
- Past water quality testing was done some time ago and very few failing septic systems were found – need newer scientific data to prove there is a failing septic system problem in Phase 2 area, especially if people will be losing here homes due to the cost of the sewer;
- Have until 2017 to get Phase 2 up and functioning, in the meantime can we work on getting sewer to Phase 3 – wouldn't this solve the “numbers” problem for the system financially and operationally;
- Don't allow new on-site systems at urban densities within the UGA;
- Concern expressed with sewerage the Union River Valley which would only encourage more growth/higher densities in an area where this shouldn't be occurring;
- Concern expressed about locating a pump station so near the Union River as is currently proposed in the Phase 2 design;
- Concern expressed about increased storm water runoff/pollution that will come with increased development/densities that sewerage the Union River Valley will make possible;
- Should look at encouraging development in Phase 3 – this is where the growth will come and should be;

Board of Mason County Commissioners' Briefing Meeting Minutes  
Week of April 9, 2012

- Golden Bell Mobile Home Park:
  - Question as to whether or not there are failing on-site systems in the Park;
  - State DOH can/will follow-up on this if the County wants them to;

Tuesday, April 10, 2012

10:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Negotiations  
Commissioners Ring Erickson, Sheldon and Bloomfield met in Closed Session from 10:08 a.m. to 10:27 a.m. with Karen Jackson, Human Resources Director, and Tim Whitehead, Deputy Prosecuting Attorney on a labor matter.

1:30 P.M. Public Health & Human Services – Vicki Kirkpatrick  
Commissioners Ring Erickson and Bloomfield were in attendance along with Vicki Kirkpatrick, Director of Health, Cindy Waite, On Site Lead, Barbara Adkins, Director of DCD, Tom Moore, Interim Utilities and Waste Management Director, and John Cunningham, Consultant, Utilities and Waste Management.

- This briefing was a follow up to the April 9, 2012 Board briefing on Mason County proposed code changes related to the Belfair UGA. The Board had questions regarding on-site septics and how information regarding possible failures is communicated to the Health Department. The Health Director and Interim Utilities and Waste Management Director were asked to get together and clarify communications between the two departments related to on site and the sewer in the Belfair area.

2:00 P.M. Utilities & Waste Management – Tom Moore/John Cunningham  
Commissioners Ring Erickson and Bloomfield were in attendance. Commissioner Sheldon was absent.  
The following items were reviewed:

- Staff will bring forward several funding agreements including the Get Connected funding agreement, Belfair sewer extension agreement and Tri-Party Ecology grant for the Action Agenda.
- An introduction of two new wastewater operators will be scheduled at a Commission meeting.
- Staff provided a Belfair sewer status update.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

\_\_\_\_\_  
Lynda Ring Erickson  
Chair

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Tim Sheldon  
Commissioner

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Steven Bloomfield  
Commissioner