

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of June 4, 2012

According to staff notes, the following items were discussed.

Monday, June 4, 2012

9:00 A.M.

Facilities, Parks & Trails – John Keates

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- Presented cost information on switching floors one and two in Building #1. Since cost was high, about 1 million dollars, the Commission decided not to pursue further.
- Keates told Commission he had received interest on two surplus properties. A lot on Fern Court near Maggie Lake and six parcels next to Twanoh State Park.
- The US Navy has invited a schematic design-concept for the concept of a rail with trail using rail right of way for a future trail concept from Shelton to Belfair.
- Site visits were done for the facilities assessment process.
- Keates brought up the idea of hiring summer youth to paint buildings in response to the assessment project and the need to paint, or spruce up so many buildings. Commission was receptive to the idea, but no funding mechanism was presented.

9:15 A.M.

Human Resources – Karen Jackson

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- PW Deputy Director/Utilities – Pay range assignment. Sought guidance from the Commissioners on how they wished to address the current salary range and pay step of the incumbent Deputy Director of Utilities and Waste Management now that the Department of Public Works and Utilities has merged. An updated job description was provided to the Commissioners for their review. They requested more detailed information on the incumbent, Tom Moore's, current salary (range and step). That information was provided at the 10:15 session. The next step is to produce a resolution formally adopting the salary range adjustment if approved by the Commissioners at a public meeting.
- Budget Transfer/Supplemental for Health Care – Three additional collective bargaining agreements have been ratified (Community Health, Corrections, and the Deputy Prosecutors) and a transfer from current expense ending fund balance to supplement departmental budgets is requested to cover the cost of the employer contribution towards health care. This item will be added to the agenda of a future meeting once the specific budget numbers have been determined.
- Risk Manager/Claims Adjuster FTEs – This is a follow-up discussion on where things stand with regard to the funding for the two positions. HR Director missed the briefing led by Diane Zoren on May 21st, but learned that an adjustment (additional 0.20 FTE) of the Claims Adjuster position will occur (July 1, 2012), resulting in a 0.80 FTE for the incumbent and four rather than three workdays. HR Director requested Risk Manager position be fully restored from 0.80 FTE to 1 FTE. Commissioners advised HR to work with Diane Zoren (Central Ops) and Dawn Twiddy, Risk Manager, to provide more specific data to support request.

9:30 A.M.

Economic Development Council – Matt Matayoshi

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- EDC has scheduled a free training session for business owners on succession planning. This will be on June 27 at the Grove Street Brew House.

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- Matt has completed an industrial land needs survey, updating the 2007 study. Aerial maps were provided showing available industrial land in the county. How to add industrial land was also discussed.

9:45 A.M.

Sheriff's Office – Casey Salisbury/Frank Pinter

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- Discussed the need for public comment via the June 5 Commission meeting on the application for the Byrne Justice Assistance Grant 2012-H2842-WA-DJ for \$13,242. The program objective is to hire a temporary Criminal Justice Planning Coordinator to develop a strategic plan utilizing our computers and "Smart Policing" in a more effective way.
- Discussed the increase cost of OT due to the rash of violent crimes being committed in the county. It was noted that we would have a conversation with the Prosecutor's office to discuss the impact on their budgets as well. It was identified that there may need to be a budget supplement processed to cover it.
- Discussed the increased cost of medical at the jail.

10:00 A.M.

BREAK

10:15 A.M.

Public Works - Brian Matthews & Melissa McFadden

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- Resolution authorizing Road Closure - Clifton Land (County Road No. 86750) 10th annual "Taste of Hood Canal" sponsored by North Mason Rotary. Saturday August 11, 2012 (6am to 10pm).
- Annual Day Labor Construction Projects for 2011 Notification of Final Costs.
- Request authorization to go out for bids for purchase of a brush chipper.
- Part time central shop assistant.
- Squaxin Island Canoe Event.
- Planning for the retirement of ER&R Manager .

10:30 A.M.

Utilities & Waste Management - Brian Matthews & Tom Moore

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- Karen Jackson, Human Resources, joined the briefing to discuss Tom Moore's classification now that Utilities & Waste Management has been merged with Public Works.
- Discussed the Tube Time negotiated property settlement for the Belfair Sewer. The agreement will be placed on the June 5 agenda.
- John Cunningham's contract was brought up. Staff will work on coming up with a permanent solution.

10:45 A.M.

Department of Community Development – Barbara Adkins

Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.

The following items were reviewed:

- Belfair Advisory Committee
Commissioners provided with all citizen applications for appointment to Advisory Committee for Belfair. There was 12 applications received, and after discussion of each applicant's background and interests, the Commissioners chose 9 to sit on the Committee. The Board commented on the impressive applicant pool, and ultimately chose individuals with the broadest perspective of the issues.
- Belfair Zoning Code Amendment
Staff provided Commissioners with staff report and proposed text amendment for a public hearing on June 12, 2012. At the conclusion of the previous public hearing, the

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Board denied the proposed amendments and ask staff to come back on June 12, 2012 with a new proposal. Treating the new hearing as a continuation of the previous hearing, public notice was abbreviated, as is standard for continued hearings. Commissioner Ring-Erickson expressed concern that since the proposal was in fact completely different that it should be properly noticed as a new hearing. Staff will properly notice hearing for a later date to allow more public review.

- Rezone
Public hearing to consider rezone request by Taylor Shellfish scheduled for June 5, 2012. Staff report and materials provided to the Board for review. Commissioners had no specific questions or comments at this time.
- No Shooting Zone – Probert Road
In response to citizen petition to declare, by Ordinance, a new area prohibiting the discharge of firearms, Staff seeking Board direction to scheduling the item for public hearing. Commissioners did not give direction to schedule a public hearing. No further action will be taken by staff on this item.
- Hood Canal Coordinating Council In-Lieu Fee Program
Follow up discussion from May 21, 2012 special briefing with HCCC and after Council special meeting vote on June 1, 2012. In a vote of 4 to 1, Mason County lost to the majority and the program was adopted by the HCCC. Commissioners continue to express concern over the impacts of the program on local projects and suggestions for text amendments were provided to staff to pass on to HCCC staff. Staff will continue to work with HCCC toward a viable resolution.
- Union River Estuary – Vanbuskirk's Request for County Appeal
A number of email requests have been received by both staff and Commissioners from Mr. Vanbuskirk requesting the County (Department of Community Development) enter an appeal on a Hydraulic Project Approval issued for the Union River project by the Washington Department of Fish and Wildlife. Commissioners did not direct staff to file an appeal. Mr. Vanbuskirk timely notified before appeal deadline passed.

11:15 A.M.

Prosecuting Attorney – Mike Dorcy

Public Defense Administrator - Susan Sergiojan

Commissioners Ring Erickson (excused herself at 11:25 a.m.), Sheldon and Bloomfield were in attendance. Also in attendance was Prosecuting Attorney Mike Dorcy, Tim Whitehead, Susan Sergiojan, Sheriff Salisbury, Robin Lockwood, Dawn Twiddy and members of the public.

- Legal Reserve #2 Fund (130-000-000)
Fund Review – The purpose of the fund was discussed and the anticipated amount of expenses that may need to be run through it to cover the costs for the people that are currently incarcerated for murder.
Prosecutor Dorcy felt that the fund should not be used until all resources from the prosecutor and indigent defense budgets had been exhausted.
Robyn Lockwood stated that the indigent defense budget has never been set up to support murder defense expenses and that they have always been submitted to the Commissioners office and paid from the Legal Reserve Fund.
Dawn Twiddy stated currently three bills have been paid from the fund and is expecting to receive more bills this week.
There was a discussion about paying the defense costs from the indigent defense budget since there is some time that has lapsed before the new department was set up and running. Susan Sergiojan stated she didn't think her budget would handle the amount of expenditures associated with the number of murder cases we currently have.
Prosecutor Dorcy stated that depending on how the charges are set on the cases, the potential is there for a lot of money to be used for each case and particularly if one of the cases is charged as aggravated murder. This charge mandates that the defendant have two appointed attorneys and a court reporter in all hearings. He also stated that the County can seek assistance from the State for an aggravated murder case but only after the case is

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closed and there is no guarantee the State will contribute. He said that in the past the County asked for assistance and was denied.

Dawn asked for clarification as to who should pay the bills that will be submitted.

Both Commissioners Sheldon and Bloomfield stated they would like to see each bill prior to being paid and that they could make a decision at the time where to pay them from.

Both Commissioners asked for another briefing in a couple weeks to review the charges and to get a better idea from the Susan Sergiojan and Prosecutor Dorcy of the actual charges and the anticipated expenses that are associated with the current people in custody.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Steven Bloomfield
Commissioner