

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of September 10, 2012

According to staff notes, the following items were discussed.

Monday, September 10, 2012

- 9:00 A.M. Central Operations - Diane Zoren
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Flu Shot clinic on September 19, 9 a.m. to noon in the conference room behind switchboard.
 - Lodging Tax - possible changes in 2013. Operation costs of special events and/or festivals and support of operations and capital expenditures of tourism-related facilities owned by non-profit organizations may not be eligible after June 30, 2013 unless the legislature changes the expiration date. The Commissioners asked that applications be solicited according to how the law currently is and if the law changes next year, those awards that are affected would have to be reconsidered.
 - Reclass request for Diane was reviewed. Received permission to place this item on the October 2 Action Agenda.
 - Lake Management District for Island Lake - need budget supplement to pay 2012 bills. The Board agreed to hold a hearing in November in case other budget amendments are necessary.
 - 2013 Budget Workshop Schedule. After discussion, the Board agreed to schedule budget workshops on October 15 and 22 from 1:30 to 3:30 p.m. Diane reminded them that the last changes must be approved by November 5 to be included in the preliminary budget that is due to be available to the public by November 19. (Monday, November 12 is a holiday). December 3 is the 2013 budget hearing.
 - Filling Clerk vacancy. Diane drafted a letter to the Mason County Central Democrat Committee soliciting three nominees. The appointed person shall serve until 2013 general election is certified. The person elected in 2013 will complete the term, ending in 2014.
 - Fairgrounds - the Board discussed possibly meeting with the Port of Shelton Commission to discuss options. Diane was directed to draft a letter to the Port asking what their position is on the fairgrounds.
- 9:15 A.M. Clerk - Pat Swartos
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Ms. Swartos informed the Board her office needs to go through a request for proposal process to contract with a collection agency for the Clerk's office. Diane will work with the Clerk's office on the process to follow.
 - Ms. Swartos also asked that O&M funds be transferred to her budget to be used for imaging.
- 9:30 A.M. Sheriff's Office – Sheriff Salisbury/Frank Pinter
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- The status of the exigent jail health costs and the costs for overtime in DV Court, Jail and Courthouse Security was discussed. The MCSO projects the cost of the supplemental request for November to be about \$200,000, as detailed in the handout.
 - Notification of the swearing in of two of the three new corrections officers this week and next. The third will take till the end of the year as a new civil service list needs to be started.

Board of Mason County Commissioners' Briefing Meeting Minutes
September 10., 2012

- Identified the realignment for the MCSO Special Operations Group (SOG). They will be deployed as a pro-active team with an emphasis on property crimes. This team will consist of a Squaxin and Shelton Police officer, a Traffic/Policing K-9 unit, a Block Watch patrol officer, a Department of Corrections officer, MCSO Detectives and a Detective Sergeant.
- Notified the Board of a Drug Raid on Friday Sept 8th, collecting 135 marijuana plants with a street value of about \$135,000.
- Notified the Board of a news release regarding a search warrant served within the 1100 block of Johns Prairie Road where MCSO arrested two people on drug charges and seized approximately two hundred pieces of evidence to include five motorcycles, three boats, two welders two electric trolling motors and numerous electronic devices.

9:50 A.M. BREAK

10:00 A.M. Executive Session - RCW 42.30.110 (1)(i) - Litigation
Commissioners Ring Erickson, Sheldon and Bloomfield met in executive session from 10:00 a.m. to 10:28 a.m. regarding litigation with Tim Whitehead, Chief Deputy Prosecuting Attorney, Brian Matthews, Tom Moore and John Cunningham from Public Works/Utilities, and Dawn Twiddy, Risk Manager. No action was taken.

10:15 A.M. Public Works - Brian Matthews & Melissa McFadden
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:

- Request the Board declare surplus on the used Fire Marshal pickup (#135, 2006 Ford F150) and authorize the ER&R Manager to sell the pickup to Fire Protection District #5. Price is \$9,400 with the condition "as is".
- PRTPO EC/PV meeting in Jefferson County on Friday, September 21.
- Update on the Harry Cousin Capital Hill Road Access Permit.

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:

- Updated on the Belfair Sewer pond claim.
- Shared a letter from the Skokomish Indian Tribe to the Potlatch residents regarding the Potlatch wastewater treatment plant.

10:45 A.M. Department of Community Development – Barbara Adkins
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:

- Historic Preservation Commission
Staff seeking approval to place on September 18 Action Agenda a Grant Agreement between Mason County HPC and the Washington Department of Archaeology and Historic Preservation. The grant is for \$9,444 and is intended to help fund a maritime survey and inventory from Pierce County border to McLane Cove Bridge. Commissioners had no specific comments or questions.
- Washington Fish & Wildlife Enforcement Grant
Staff seeking approval to place on September 18 Action Agenda Amendment #1 to the Grant. WDFW requesting the amendment to simply funding and reimbursement. Commissioners had no specific comments or questions.
- Rural Washington Loan Fund
Washington Department of Commerce requesting follow up documents regarding the 2011 loan from the Washington Rural Development Loan Fund to Deborah Wallace in the amount of \$95,000. The documents address the SEPA and NEPA requirements and require a signature by the Commission Chair. Commissioners had no specific comments or questions.

Board of Mason County Commissioners' Briefing Meeting Minutes
September 10., 2012

- Seattle Shellfish LLC Agreement
Seattle Shellfish received a condition on their 2010 shoreline permit that a third party consultant be hired to devise and implement a five-year monitoring program. The condition provides that Mason County hire the consultant and that Seattle Shellfish pay for it. Staff is seeking approval to place this three-party agreement for professional services on an upcoming Action Agenda. One point of interest raised concerned Commissioner Bloomfield's position as a member of Seattle Shellfish. Commissioner Bloomfield will address that issue at the time it is brought forth to the Board for approval.

11:00 A.M. Probation Services - Mike Dunn
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:

- Mike Dunn and Sonya Miles briefed the Board on contract amendments for BECCA and CASA funding. The amendments will be placed on the September 18 agenda for approval.

11:15 A.M. Public Health & Human Services – Vicki Kirkpatrick
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:

- Reminded the Commissioners that the Health Department will receive an additional Nurse Family Partnership (NFP) grant enabling the department to double its NFP caseload. That necessitates the hiring of an additional public health nurse. The department has begun the recruitment process because the grant is expected to begin in October 2012. No one will be hired, however, until the grant award is formally made.
- Discussed with the Board the fact that the department will still need somewhere to process animals for sending to the state lab as well as creating packs for water quality. That will necessitate a space with external venting and running water. So the department needs something set up in Building 8 or will need to retain a small part of Building 2 where the lab has been. The department is working with facilities to address the need. The Director further reminded the Board that we continue to work with facilities and folks from the Youth Empowerment Services about the possibility of them renting part of Building Two on a temporary basis until the new Transit center is completed and they move back there. The Youth Empowerment Services provides services to low-income and homeless youth with a goal of keeping them engaged and in school.
- The Director let the Board know that she is meeting with some of the members of the Board of Directors of the North Mason County Resources. The Executive Director has stepped down effective September 15, 2012 and a new Executive Directed has been named. The purpose of the meeting is to talk with them about their needs and how the housing fund dollars might be able to assist them with the work they are doing for the homeless.
- Discussed with the Board the Change of Permit application submitted by Wilson Recycling. The change is a significant one from a solid waste perspective because they want to take in garbage, sort out the recyclables, and then have the garbage hauled away, we determined that a SEPA review was needed. The Board asked if DCD was involved. The Director indicated that Planning had said that the change was not significant enough to require them to do a SEPA review. Commissions expressed concern that Planning wasn't involved and asked the Director to contact the DCD Director to review their level of involvement.

11:30 A.M Human Resources - Bonnie Cap
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:

- Bonnie notified the Board that Patrick LeMay, interim HR Director decided to begin on 9/11/12 instead of 9/10/12.

Board of Mason County Commissioners' Briefing Meeting Minutes
September 10., 2012

- Provided update to the Board regarding recruitment efforts that resulted in 14 applicants for the HR Director position, however only two were acceptable and met or exceeded the minimum requirements. The other applicants lacked either public sector experience and/or bargaining agreement negotiation experience. Unfortunately one of the two acceptable candidates has withdrawn her application. The Board decided to wait until Patrick can brief with them in regards to possibly interviewing the remaining candidate. Bonnie expressed concern about competing against other WA public sector entities who are also currently recruiting for HR Director.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Steven Bloomfield
Commissioner