

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of October 22, 2012

According to staff notes, the following items were discussed.

Monday, October 22, 2012

- 9:00 A.M. Central Operations - Diane Zoren
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- The October 30 North Mason Commission meeting will be a coffee hour.
 - News release for Civil Service position that expires the end of December will be on the November 6 agenda.
 - The Commissioners asked for information from the Assessor's office regarding TerraScan and if that reduced staffing.
- 9:15 A.M. Executive Session - RCW 42.30.110 (1)(b) Real Estate
Commissioners Ring Erickson, Sheldon and Bloomfield met in Executive Session with John Keates from 9:15 a.m. to 9:45 a.m. for a real estate matter. No action was taken.
- 9:45 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: Approval to place news release on the Commissioner's November 6, 2012 agenda. This is to announce vacancies and solicit applications for appointment to the Historic Preservation Commission.
- 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:
- Request to call for bids for one 10/12 yd Dump Truck with sander and plow.
- 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
- Final contract amount with Pape & Sons Construction, Inc. for construction of the Belfair Sewer Get Connected Phase 1 Pressure Sewer Project for the final cost of \$240,309.52 and adopt the Resolution accepting construction of the Belfair Sewer Get Connected Phase 1 Pressure Sewer Project as complete. This will be on the November 6 agenda.
 - Interlocal Agreement with Kitsap County for Household Hazardous Waste Collection Services for Mason County Residents. This will be on the November 6 agenda.
- 10:45 A.M. Public Health & Human Services – Vicki Kirkpatrick
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed
- Patti Sells, Homeless Coordinator, briefed the Commissioners on a request for additional funding from the Housing Fund 2163 for utilities assistance provided by Faith in Action to residents in North Mason County. The amount requested and approved by the Housing Coalition was \$4,000 through December 31, 2012.
- ~~11:00 A.M.~~ 10:50 A.M. Executive Session - RCW 42.30.110 (1) (i) - Litigation
Commissioners Ring Erickson, Sheldon and Bloomfield met in Executive Session from

Board of Mason County Commissioners' Briefing Meeting Minutes
Week of October 22, 2012

10:50 a.m. to 11:15 a.m. with Tim Whitehead and Public Works staff for a litigation item.
No action was taken.

11:15 A.M. Executive Session - RCW 42.30.110 (1) (g) - Personnel
Commissioners Ring Erickson, Sheldon and Bloomfield met in Executive Session at 11:15 a.m. to approximately 11:45 a.m. to interview a candidate for the Human Resources Director position.

1:30 P.M. 2013 Budget Workshop
Please refer to separate minutes for this item.

Tuesday, October 23, 2012

2:00 P.M. Election Official's Briefing
Commissioners Ring Erickson, Sheldon and Bloomfield met with Elected Officials to discuss the Elected Official salaries. Creating a local salary commission is being considered by the Commissioners.

2:30 P.M. Human Resources - Patrick LeMay/Bonnie Cap
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:

- Closed session for first five minutes regarding results of an applicant's interview for the Human Resources Director position.
- The Board decided to continue recruitment efforts for a Human Resources Director. However before the employment advertisement efforts begin again, the Board directed HR to conduct a salary survey of six comparable counties to determine if we should increase the salary range for this position. They also advised HR to add language to the job announcement to allow for equivalent combinations of education and experience which would provide the necessary skills for the position. The Board did not want to lower the qualifications needed for a successful candidate, expressing that lead negotiation experience is a priority, however they are willing to review applicants that are less qualified.
- The Board agreed to extend Pat LeMay's services from 8 weeks to 12 weeks, and a budget amendment was agreeable to them.

3:00 P.M. Closed Session - RCW 42.30.140 (4) Labor Discussion
Commissioners Ring Erickson, Sheldon and Bloomfield met in a Closed Session with Patrick LeMay, Harris Haertel, Bob Sauerlender, and Judge Finlay from 2:53 p.m. to 3:30 p.m. for a labor discussion. No action was taken.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Terri Jeffreys
Commissioner