

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of November 19, 2012

According to staff notes, the following items were discussed.

Monday, November 19, 2012

- 9:00 A.M. Auditor's Office – Theresia Ehrich  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- October financials were reviewed including revenue and expenditure comparisons. Cmmr. Ring Erickson noted that 78% of the authorized budget has been spent. The 2012 budget changes that were approved last week will be posted on the November financials.
  - REET funds are down as well as the .09 Rural Sales Tax. Theresia will need to adjust fund balances.
- 9:15 A.M. Central Operations - Diane Zoren  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Farewell reception for Cmmr. Bloomfield is scheduled on November 26.
  - The Board authorized placing the appointment to the Fairgrounds Financial Study Advisory Committee on the agenda.
- 9:30 A.M. Closed Session - RCW 42.30.140 (4) – Labor Discussion  
Commissioners Ring Erickson, Sheldon and Bloomfield met in Closed Session with Pat LeMay and Bonnie Cap, Human Resources, from 9:30 a.m. to 9:38 a.m.
- 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 on December 4<sup>th</sup> Action Agenda the re-appointment of Rick Calvin and Stephanie Neil to the Commission. Commissioners had no specific comments or concerns.
  - Staffing Changes: An enforcement officer (Planner I) has been hired under a grant from the Washington Department of Fish and Wildlife. Jeremy Hammar joined the department on November 16, 2012 and will be working on current and new shoreline violations. Susie Ellingson, Clerical support for the Planning Division, has left the department due to her health. Her position will be advertised beginning November 19, 2012.
  - Comprehensive Plan Amendments: Review with Board upcoming public hearings to be set on November 20<sup>th</sup> Action Agenda for December 11, 2012.
  - Fire Marshal Contract: The County's contract with the Fire Chiefs Association to provide fire investigation services is set to expire at the end of the year. Staff will be bringing forth a proposed 2013 Contract for Commissioner review in December.
  - Commissioners asked to have copies of the draft Shoreline Master Program Update for review.
  - Commissioner Sheldon asked to receive a comparison of residential building permits over the past five years.
- 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:
- Annual bridge limit resolution establishing lane limits for traffic control on certain Mason County bridges.
  - County Road Restrictions / Emergency Road Closing Orders for winter months.

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- Request approval of CRP's for sign placement, culvert installations, wetland mitigation, and guardrail placement, as needed – County wide for calendar year 2013.
- Change the name of a portion of the old “Grapeview Loop Road” to “Gator Place” (County Road No. 29990). This road accesses onto the new “Grapeview Loop Road” at Requesting hearing t to be set for December 18, 2012.
- Resolution repealing Resolution 86-09 and establishing a new procedure relation to purchasing; establishes a vendor list process for purchasing of supplies, material, and equipment.
- Authorization to surplus ER&R personal property, vehicles and computer equipment.
- Authorization to call for bids for Towing Services for 2013.
- Authorization to call for bids for Hot Mix Asphalt, MC250 Cold Mix and/or CSS I Tack Coat for Calendar Year 2013.
- Authorization to renew our License and Interlocal Agreement with Mason County Public Utility No. 3 for an additional 5 years. This is for the Public Works repeater on Kamilche Ridge.

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:

- Acceptance of the Belfair Wastewater Conveyance.
- Green Star award for Marty Grabil

11:00 A.M. Hood Canal Coordinating Council - Scott Brewer  
Present: Commissioners Lynda Ring Erickson, Tim Sheldon and Steve Bloomfield; Dave Herrera, Scott Brewer, Vicki Kirkpatrick, Debbie Riley, Marilyn Vogler, Tom Davis, Terri Jeffreys, Jerry Eckenrode (KMAS)

Commissioner Ring Erickson called the briefing to order, introductions were made.

Scott Brewer gave an overview of the Commissioners' concerns, what the problems are with the Hood Canal Coordinating Council (HCCC), how the issues can be resolved and ideas for next steps. He stated that HCCC could have done a better job in many cases to define roles, etc.

Commissioner Bloomfield said that he had talked with Scott on the phone about issues like transparency and the fact that all parties need to understand what is going on – the policy and procedures. He gave three specific examples: 1) on his first visit to HCCC he asked for a budget, still has not seen one, 2) the in lieu fee issue – policy was not clear and elected officials were given a very short time frame for signature and 3) the Belfair widening project – HCCC and DOT were working on mitigation without Mason County involvement.

Scott explained that the in lieu is a voluntary program where counties can do as much or as little as they want. He went on to state that “We (HCCC) need to remember that the elected officials are our bosses – we have not done a good job defining those roles.”

Commissioner Sheldon stated that he was the HCCC chair for two years. It is a large commitment of time with other staff engaged as well. The in lieu fee document sounded as though HCCC had already signed up before the vote – it took away the sovereignty of the county. The organization has been there a long time and done a lot of good things. The dues aren't much but staff time is a great cost.

Commissioner Ring Erickson made the point that if anyone thinks this is a surprise they are wrong. HCCC uses a Christmas tree approach – hanging grants on a tree like ornaments. She provided several examples where HCCC could have been acting strategically and didn't. At times the assorted projects keep us distracted from the strategic direction the council should be taking. Lynda added concerns that in the presentation on the DOT project we (Mason County) were told we were not a player and dismissed when we brought up concerns. This attitude interferes with the sovereignty of the county.

Dave Herrera reported that he received an email from Cmmr. Ring Erickson asking if he wanted to attend the briefing. He is a board member and past chair of HCCC and came in the spirit of

resolving the issues in Mason County. He acknowledged that communication is a real issue at HCCC and suggested that it is time to step back and look at how the organization operated and how it should operate. He learned a lot after the fact about the in lieu program that would have been good to have up front. In retrospect it would have been good after the conference call in June when the vote was taken on in lieu (Mason County voted against) to take time on the next meeting agenda to ask Mason County what the issues were and how they could be addressed. There is a need to step back and do re-evaluation for transparency. The HCCC staff is supposed to do the things that are important and a priority for the board members.

Commissioner Sheldon said that every organization, especially an association, has a time to come together and re-evaluate where they are and what they are doing. He is a firm believer that habitat restoration is what we can do and it provides jobs for mitigation projects. He is upset that the widening project by DOT did not go through us and we need to work out protocols.

Commissioner Ring Erickson stated that HCCC need to look at what strategic outcomes should be and that staff are part of a working group for all of the counties as well as the HCCC. She felt like Mason County was very disrespected in recent activities/actions by HCCC and there was not a strategy. She would like to have priorities re-addressed and firm up how the staff work with the elected officials.

Scott Brewer asked if the Commissioners would be willing to recalibrate. He acknowledged there are issues with communication, many things have come off in a way they shouldn't have.

Commissioner Sheldon said it is tough to be an organization with so many masters, to determine how things are to be handled when not everyone agrees. He has been getting calls from people asking that the county not drop their membership in HCCC.

Commissioner Ring Erickson said she was fine with staying for the time being – with a red flag. She would like to see new language for all to approve in February or March along with policy for how to handle a disagreement. The work should be proactive “How do we get you to yes?” She went on to say that lately the HCCC has not been coordinating; it has been the Hood Canal “Binding” Council.

There was discussion about HCCC and their role with WRIA 16 and with the Puget Sound Partnership's action agenda. Scott stated that HCCC was the LIO for this area to coordinate action agenda tasks. HCCC needs clear direction for the future.

Commissioner Ring Erickson suggested that the council have three priorities to address the health of the Canal, how people interact with the Canal and economic development around the Canal. Add those priorities to every media release to make them part of everything we do. Cmmr. Ring Erickson suggested that “If it doesn't make Hood Canal better, don't take the money.” She would not mind going 90 days to see if we can get a new agreement.

Dave Herrera remembered a retreat that was helpful to the elected officials and suggested HCCC have another 1 or 2 day retreat to develop operating procedures. It would also be a good way to introduce they newly elected commissioners to HCCC.

Terri Jeffreys suggested that time be spent to articulate what the problem is with the entire council.

Commissioner Ring Erickson would like a proposed process before the board before the end of the year. The underlying problem has been talked about for a very long time. We are not equally respected. She then gave Scott some examples of organizations to look at to help with his assignment.

Scott Brewer concluded the briefing by saying he is committed to correcting treatment of the members of HCCC.

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The following items were reviewed:

- Provided an update on membership on the Mental Health and Substance Abuse Advisory Committee. An application has been received by Commissioner Mike Olsen, City of Shelton. In order for Commissioner Olsen to participate, the day of the Advisory Committee will have to change.
- The Environmental Health Manager briefed the Commissioners on membership on the On Site Advisory Committee. The terms of the members are up and each member has indicated their desire to continue to serve on the Committee. The Environmental Health Manager will prepare the documents for Commissioner action.
- The Environmental Health Manager also briefed the Board on the renewal of the Health Department's agreement with the State Department of Health Drinking Water Section that pays for completing sanitary surveys on Group A Public Drinking water systems. The current agreement ends 12/31/2012. The Deputy Prosecutor has reviewed the proposed changes and has given his approval. He will sign it as soon as the official copy comes from the Department of Health contracts office and it will be placed on the action agenda for their approval.
- The Director briefed the Board on a proposed software purchase paid for from state grant funds and jointly purchased with three other health departments (Grays Harbor, Lewis, and Pacific). This software allows health departments manage data and information and develop strategy maps for public health initiatives resulting from the Community Health Assessment and the Community Health Improvement Plan. The software can be used with our community partners, our public health partners, as well as internally for our quality improvement, standards, and accreditation requirements. It can also be used with each of the health department's programs. The software provides an electronic mechanism for managing the collective impact of community partners to align work around community health priorities to maximize and measure outcomes. Without a tool such as this, the health department will not be able to do the work we are required to do.
- The Director let the Commissioners know that she is planning to take the week of Christmas and the week of New Year's off on vacation leave.

Tuesday, November 20, 2012

10:30 A.M. Closed Session - RCW 42.30.140 (4) Labor Discussion  
Commissioners Ring Erickson, Sheldon and Bloomfield met with Pat LeMay in Closed Session for a labor discussion from 10:40 a.m. to 11:10 a.m.

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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Terri Jeffreys  
Commissioner