

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of March 21, 2016**

Monday, March 21, 2016

- 8:30 A.M. Executive Session RCW 42.30.110 (1)(g) Community Services Director Interviews  
Commissioners Jeffreys, Neatherlin and Sheldon interviewed four applicants for the  
Community Services Director position. The Executive Session started at 8:30 a.m. and  
ended at 12:30 p.m.
- 12:30 P.M. BREAK  
Commissioner Sheldon did not attend the afternoon briefings.
- 2:00 P.M. Closed Session – RCW 42.30.140 (4) Labor Discussion  
Commissioners Jeffreys and Neatherlin met in Closed Session from 2:00 p.m. to 2:33 p.m. Bill  
Kenny was also in attendance and Frank Pinter attended the Closed Session until 2:20 p.m.
- 2:30 P.M. Executive Session – RCW 42.30.110 (1)(i) Litigation  
Commissioners Jeffreys and Neatherlin met in Executive Session from 2:35 p.m. to 2:45 p.m. with  
Chief Deputy Prosecuting Attorney Tim Whitehead for a litigation matter. Treasurer Lisa Frazier  
and Risk Manager Dawn Twiddy were also in attendance.
- 2:45 P.M. Support Services - Bill Kenny  
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- A news release for the vacancy on the Veterans Advisory Board will be released.
  - In response to a recent citizen request to speed up the timeline for indigent veterans to receive  
their checks from the Veterans Assistance Fund, staff reviewed the process for issuing the checks.  
Diane Zoren suggested the Commissioners grant permission to Support Services staff to issue the  
checks without Commissioner approval and a report can be submitted to the Commissioners for  
review. Cmmr. Jeffreys supports this process; Cmmr. Neatherlin is not comfortable granting this  
authorization except for those weeks that the Commissioners do not meet. Diane will draft a  
resolution and brief this item again.
  - Notification requirement to hold joint meetings with another legislative authority(s) outside the  
county seat. Draft of revised Mason County Code Chpt. 2.88 was reviewed. Cmmr. Neatherlin  
suggested the number of meetings that can be attended by a Commissioner via telephone or video  
conference is restricted to no more than four times a year, per Commissioner, for regular  
Commissioner business meetings. Diane will revise the document and bring back for review.
  - Cheryl Anne Dunning has applied to serve on the Lewis-Mason-Thurston Area Agency on Aging  
Advisory Board. The Board approved moving this forward.
  - The draft March 29 meeting agenda was reviewed and will be released.
  - Park Host Agreement for Oakland Bay will be added to tomorrow's agenda because it is effective  
April 1st.
- 3:15 P.M. Public Works - Melissa McFadden  
Utilities & Waste Management  
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- Request the Board authorize the Public Works Director to sign the fire protection contract between  
Mason County and Mason County Fire District 11 to provide fire protection and emergency  
medical services at the Public Works Facility property. The agreement will be on the April 5  
agenda.
  - Citizen request to dedicate Shetland Road to the County. The process for a Road Improvement  
District (RID) was reviewed. Staff will continue to work with the residents and will keep the  
Commissioners informed of the process.
  - Fred Perryman, Bridge Condition Inspector, presented information on the 2016 Annual Bridge  
Report. Hartstene Island Bridge was discussed.

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- Pickering Road speed limit request was reviewed. A petition was received to increase the speed limit on a section of Pickering Road between SR 3 and approximately E Pine Tree Cove Road. A community meeting was well attended and opinions were split between keeping the limit at 35 MPH and increasing to 45 MPH. Safety improvements at the Spencer Lake Bar and Grill crosswalk location were discussed. Discussion to reduce to 40 MPH, then 25 MPH and back to 40 MPH.
- Jennifer Beirle presented on an update on the Utilities Collection effort. They are making good headway on collections. Delinquent letters are being worked on and liens are being exercised. Jennifer is working on programming improvements for the report.
- A briefing will be scheduled next week for the Transportation Element Update.
- Cmmr. Neatherlin brought up a citizen request for signage on Trails End Drive to warn of the intersection. Reflectors on power poles in Kitsap County help to illuminate where the road is and asked staff to look into this.

4:00 P.M.

Superior Court – Judge Finlay

Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Judge Amber Finlay stated the three Courthouse security issues are: who will manage the Courthouse (CH) Security contract; additional hours for an armed security officer in Juvenile Courtroom in Building 3; and a 30-day extension of the security contract. It is very important to maintain the weapons screening and the court has no issue with extending the contract for up to an additional 90 days while the management of the contract is resolved. If Superior Court takes over the CH Security contract, they would no longer be able to have the roaming security officer; they can manage only the courtrooms. Ideally they should have an officer in every courtroom. They need a Building 3 security officer up to 30 hours a week and this security person can also be used in the Modular Courtroom with the potential of needing an additional security person depending on the number of hearings scheduled. They anticipate having the security person wand people who enter the courtroom.

Cmmr. Jeffreys stated the Board intends to request the security contract be extended.

Commissioner Discussion

Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Discussion of the best office to manage the CH Security contract. Bill Kenny joined the discussion. Because the court knows their court schedule, it makes sense to have the Courts manage the contract. Cmmr. Neatherlin asked if this is no longer managed in Corrections, why this service can't be contracted. Mr. Kenny stated it goes by where the work has historically been bargaining unit work. He has not received a request from Corrections staff to bargain this service. Cmmr. Jeffreys suggested approaching Clerk Ginger Brooks about her office managing the contract. Discussion of purchasing the weapons screening machine and having a non-armed security person monitor the machine. Cmmr. Neatherlin will have a discussion with Clerk Brooks.
- Commissioners agreed they do not want to schedule another community public meeting for the Pickering Road speed limit. The next step will be a public hearing.
- Cmmr. Jeffreys brought up the topic of a regional jail facility. Cmmr. Neatherlin is hesitant to pursue this without seeing a successful model.

The briefing meeting adjourned at 5:05 p.m.

Tuesday, March 22, 2016

9:00 A.M.

Executive Session RCW 42.30.110 (1)(g) Public Works Director Interviews

Commissioners Jeffreys and Neatherlin interviewed applicants for the Public Works Director position. The Executive Session started at 9:00 a.m. and ended at 3:05 p.m. Frank Pinter was also in attendance. Commissioner Sheldon was absent.

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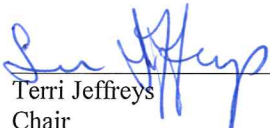
Friday, March 25, 2016

9:00 A.M. Executive Session RCW 42.30.110 (1)(g) Public Works Director Interviews  
Commissioners Jeffreys and Neatherlin interviewed applicants for the Public Works Director position. The Executive Session started at 9:00 a.m. and ended at 11:00 a.m. Frank Pinter was also in attendance. Commissioner Sheldon was absent.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

  
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Terri Jeffreys  
Chair

  
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Tim Sheldon  
Commissioner

  
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Randy Neatherlin  
Commissioner