

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of June 6, 2016**

Monday, June 6, 2016

- 8:30 A.M. Support Services – Frank Pinter  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- The Board approved placing the Amateur Radio Week Proclamation on the agenda. Ross reminded the Commissioners there will be a mock emergency Commission meeting after Tuesday's meeting for an emergency declaration.
  - A public hearing will be set to consider approving the \$3,000 property offer for 330 E Panorama Drive.
  - \$450,000 request from the Rural County Sales & Use Tax Fund (.09) for the Belfair Sewer for years 2016 – 2018 will be circulated for comment.
  - Teamsters contract approval for Juvenile Detention Center will be on the June 14 agenda.
  - 2016 Budget Amendment requests were reviewed. The hearing will be on June 21.
  - Request for \$350,000 loan to State Treasurer for a VOIP phone system has been approved by the state. Information Technology will be bringing this forward for Commissioner approval. Cmmr. Jeffreys asked that the County Treasurer be notified. This will need to go before the Finance Committee.
- 9:15 A.M. Treasurer's Office – Dawna Woodruff  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Treasurer's office presented a resolution to cancel outstanding warrants. The Commissioners want to be certain those that are on the list have been notified. The Commissioners approved placing the resolution on the June 21 Action Agenda.
- 9:30 A.M. Assessor's Office – Melody Peterson/Amber Cervantes  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Applications from 2012, 2013 and 2015 Current Use Taxation Program were presented that need Commissioner action. A public hearing will be set.
  - Public Benefit Rating System will be briefed on June 20.
  - Consolidating Designated Forest Land (DFL) and Current Use Timber Land (CU Timber) was discussed. For both programs, there is a 5 acre minimum. The Assessor's office processes the applications for the DFL. The property owner would not see a difference in reduction of taxes. If the Commissioners decided to combine the programs, an ordinance would be needed. Concern was expressed to be certain the property owner is truly using the property for long term forest land. Notice could be included with the notice of valuation notices that will go out in a few months.
  - Reclass request for an existing Technical Deputy on April 25. Human Resources will submit their recommendation in one week. Also requesting a new Appraiser position in order to better manage the Current Use programs among other things. Assessor Melody Peterson stated she understands that in order to bargain the position, it needs Commissioner approval first. There was discussion of the process to follow in order to consider this request. Human Resources will bring forward a recommendation on the new position.
- 10:15 A.M. BREAK
- 10:30 A.M. Juvenile Court Services – Jim Madsen  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Additional \$4,950 in JDAI funds is available. The contract will be placed on the June 7 agenda and the budget adjustment will be part of the June 21 budget hearing.
  - Cmmr. Jeffreys brought up the Electronic Home Monitoring program and asked if there has been any interaction with the Sheriff's Office. Jim stated he has not looked at any proposal from the

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Sheriff. \$25,000 was included in the Probation budget and nothing has been spent. If this program will be pursued, Jim would want to include the Judges in discussions.

- 10:45 A.M. Public Works – Jerry Hauth/Melissa McFadden  
Utilities & Waste Management  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- News Release for Mason County Solid Waste Advisory Committee Member Openings will be on the June 14 agenda.
  - The Board agreed to set a hearing for June 21 for the update on the County Transportation Element of the Comprehensive Plan.
  - The Board approved the request to procure a design consultant and contractor to construct the waterline for the County Belfair Shop.
  - The Board approved the request for an extension letter agreement with Mason County Garbage for the hauling of Drop Box bins from the Belfair, Hoodspout, and Union Drop Box Stations to the Shelton Transfer. The contract will be extended until a contract award is made through the required competitive bidding process or September 30, 2016, whichever comes first.
  - Mason County will use outside legal counsel regarding an issue with Franchise Agreements.
  - Emergency repair for the Rustlewood Wastewater Treatment Plant touch screen.
  - Extra Help for U&W Management will be advertised.
  - Utilization of City of Bremerton staff in the event of an emergency was briefly discussed.
  - \$2.5M in funding for the Staircase Road is in the federal budget.
- 11:15 A.M. Community Services – Barbara Adkins  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Three applicants for the Planning Advisory Commission. Interviews will be scheduled.
  - Discussion of the Allyn/Belfair Urban Growth Area Citizen's Advisory Committee. Jeff Carey, Vice-Chair, has talked to Cmmr. Jeffreys and will submit recommendations to Community Services. These are not recommendations from the committee.
  - Dave Windom recapped his meeting with State Department of Health.
- 11:30 A.M. Sheriff's Office – Sheriff Salisbury  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- MOU between Squaxin Island Tribe and Mason County will be placed on the agenda.
  - Alternative to Sentencing Proposal. Undersheriff Barrett met with Judges Meadows, Goodell and Finlay for input on the alternatives to sentencing programs that include litter crew and electronic home monitoring (EHM). The Judges are good with moving forward with the program and the details need to be worked out. Judge Meadows expressed concern with having multiple EHM vendors. The thought is to bring it down to two EHM vendors. Patsy Robinson is researching who is going to jail and the history of offenders. Judge Meadows wants to be certain she has the ability to sentence to jail. It is unknown exactly how many District Court offenders, but could be 10 to 30, that could be eligible for an alternative program. Because of the length of time it takes to hire through Civil Service, the request is to approve the staffing and equipment with a total budget impact of \$100,054 plus \$35,000 reimbursed from an Ecology grant for the litter van.
  - The Electronic Home Monitoring (EHM) program would be coordinated through the SECURUS program. Cmmr. Jeffreys noted that the program that District Court and Probation Services that has a module for EHM. Sheriff staff stated that District Court will have the ability to access the information through SECURUS.
  - Cmmr. Neatherlin stated he supports the program but wants the Judges approval.
  - Cmmr. Neatherlin left the briefing at 12:15 p.m.
  - Cmmr. Jeffreys wants to be certain that the budget reflects what is agreed upon and therefore she is very cautious. She provided the example that \$300K was approved for inmate outsourcing, however \$188K was budgeted in the line item. Undersheriff Barrett stated they used inmate outsourcing funding to cover the nursing contracts.
  - Cmmr. Jeffreys questioned if there are additional costs to the courts for the alternatives to sentencing programs.

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- Brief discussion of budget process, the impact of restricting the salary/benefit and operating dollars within adopted budgets and the impact of adding additional FTE's to the budget.
- Cmmr. Sheldon believes it is a priority to improve the jail system.
- Undersheriff Barrett pointed out the jail is at capacity, even when the remodel is complete, and using the Alternatives to Sentencing programs have a large savings impact.
  
- Commissioner Discussion – no discussion

The briefing adjourned at 12:40 p.m.

Wednesday, June 8, 2016

Building 1 – Commissioners' Office

8:30 A.M. – 5:00 P.M.


Executive Session – RCW 42.30.110 (1)(g) Interviews for Support Services Director


Commissioners Jeffreys and Neatherlin along with Tim Whitehead met in Executive Session from 8:30 a.m. to 4:30 p.m. to conduct interviews for the Support Services Director position.

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