

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of June 13, 2016

Monday, June 13, 2016

9:00 A.M.

Support Services – Frank Pinter

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

- No Commissioners are available for the July Risk Pool Conference – July 20-22. Dawn Twiddy will attend and report back to the Commissioners.
- Appraisers CBA has been ratified and will be placed on the June 21 agenda.
- Human Resources requested an additional two weeks to bring forward an analysis of Assessor's reclass request. Although the request was submitted to Bill Kenny on April 25, Human Resources just recently obtained all the current information.
- Human Resources will attend the Public Works briefing to be part of the conversation of the reclass request for the Deputy Director, Utilities, position.
- Approved moving forward to delete certain funds that are no longer used - #127 Cumulative Reserve Deductible; #130 Reserve Legal #2; #131 Reserve for Accrued Leave.
- Sub-recipient agreement with WSU and Enterprise for Equity under the Microenterprise project for BOCC signature will be brought back with additional information. A briefing with Lisa and Justin will be scheduled.
- Sub-recipient agreement with Community Action Council for CDBG program will move forward.
- RFP for contracted outreach and technical assistance services for the Microenterprise project will be brought back with additional information.
- Contract with RCO for the Sandhill fields 1 & 2 project approved to move forward.
- Cmmr. Neatherlin stated he would like to explore grants for playground equipment to be placed at Sandhill Park.
- Request for Proposals for Real Estate Professional Services. Staff will check whether a new RFP is required or can current contract be extended. The Board is good with either method.
- Frank provided the status of Squaxin Island Tribe requests for Pioneer Cemetery & tidelands which are in legal review.
- Status of jail remodel completion. Construct, Inc contract is complete; budget supplemental scheduled as part of the June 21 hearing that will allow the final items to be completed.
- A message was relayed from Cmmr. Sheldon that Joe Manke plans to attend Tuesday's Commission meeting to comment on a proposed land swap. Cmmr. Neatherlin expressed concern with that and would rather have a briefing.

A 2 minute recess was taken.

9:30 A.M.

Public Defense - Susan Sergiojan

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

- Susan reviewed how the criminal justice system works and compared the Public Defense office to the Prosecutor's office. Susan stated the Prosecutor's Office staffing is unbalanced compared to the Public Defense Office and she is requesting additional staffing for a total supplemental request of \$351,351. Susan stated this request is brought forward because the reclassification requests were denied.
- Cmmr. Jeffreys stated this request is a total revamp of the office and a new approach to how the Public Defense office is structured.
- Cmmr. Neatherlin brought up caseload standards and how Mason County compares to how other counties handle case load. He referred to the language of should and shall for caseload limits.
- A follow-up briefing will be scheduled to discuss a 2016 supplemental budget request to address the off-contract short fall and caseload options.

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- 10:00 A.M. Public Works – Jerry Hauth/Melissa McFadden
Utilities & Waste Management
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- Request the Board approve and authorize the reclassification of the Deputy Director, Public Works, Utilities position. Per the Reclass Policy, the process is to first obtain a Human Resources analysis. HR will attempt to review the request this week and it can be briefed again next week. Question if this position was a Civil Engineer would it bring the county in compliance with Operator licensing requirements - no, the Operator licensing is a separate requirement. Lack of O&M on the utilities is a concern.
 - Proposed interlocal agreement with City of Bremerton was presented to provide Public Works professional, technical, field and equipment services. This needs labor union review and the Commissioners are good with moving it forward ASAP.
 - Request the Board execute a resolution for County Road Project (CRP) 2009, Old Belfair Hwy sidewalk project and authorize the Chair to sign all pertinent documents and Public Works to advertise, set bid opening date/time, award contract. Contract award will be announced during a regular meeting of the Board.
 - Request the Board set a hearing for Tuesday, July 12, 2016 to consider speed limit changes on Pickering Road. This will be brought back in another briefing and the hearing is not being scheduled at this time.
 - Hearing is scheduled next Tuesday for the update to the County Transportation Element of the Comprehensive Plan.
- 10:30 A.M. Community Services– Dave Windom
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- Jeromy Hicks presented a proposed Fireworks Ordinance that would allow an emergency restriction of the sale and/or use of fireworks due to a drought or other conditions that pose a threat to the public health, safety and welfare. This regulation cannot go into effect for one year after adoption. The County has no jurisdiction on tribal lands although staff does have positive relationships with the tribes.
Cmmr. Jeffreys requested language be included that acknowledges DNR protected lands. Cmmr. Jeffreys would prefer a public hearing be scheduled but because of the one-year waiting period, agreed to place the adoption of the emergency restriction on the June 21 Action Agenda.
 - Create, post and fill a Planning Manager position approved to move forward at Range 32.
- 10:55 A.M. BREAK
- 11:00 A.M. Presentation of key public opinion survey findings on voter support for creating a Mason County Park District
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent
Dave Metz, FM3 & Dee Frankfourth, The Trust for Public Land, presented the survey results for a proposed county-wide metropolitan park district. The survey proposed a 20 cents per \$1,000 assessed value.
Mark Ziegler stated that currently the City of Shelton collects 27 cents per \$1,000 and approximately \$300K is collected for their park district.
Conclusion is the proposal received a majority support of 55% and is within the margin of error of the threshold for passage. Success at the ballot will depend on a public education campaign and community engagement.
Items for consideration are who would sit as the parks district commissioners and the district boundaries.
Next step is to decide if the county wants to move the ballot measure forward.
- Commissioner Discussion – there was no discussion.

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BREAK – NOON

- 2:00 P.M. Public Works – Jerry Hauth/Loretta Swanson
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent
- Thera Black of SCJ Alliance presented the proposed Transportation Element of Comprehensive Plan. The level of service standards meets the minimum GMA standards. The Planning Advisory Commission held a public hearing to take public comment on the proposed revisions.
Discussion of the scope of work and prioritization.
 - Commissioners brought up a WSDOT requirement for Hall Equities and discussion of what the county can do to help the situation.

- 3:00 P.M. Juvenile Detention Services – Jim Madsen
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent
- Juvenile Detention Alternatives Initiative (JDAI) grant contract for 2016-2017 was approved to move forward.
- Commissioner Discussion
- Commissioners agreed to place the proposed Fireworks Ordinance on the June 21 Action Agenda under Title 14.
 - Cmmr. Neatherlin talked about the Belfair Park & Ride and stated it was very nicely done.
 - Discussion of parking issues in Allyn.
 - Cmmr. Neatherlin had another discussion with WSDOT on speed sensors and crosswalk signals. The newest proposal is the county purchase three crosswalk signal lights at \$21,000 and the state will be responsible for installation and maintenance.
 - Cmmr. Neatherlin brought up the idea of supplying drop boxes in various areas to encourage litter clean up.
 - Public Defense office was discussed and the Commissioners are struggling with determining what level of staffing is needed.
 - Metropolitan Park District - Cmmr. Jeffreys said if it's going to go forward she believes it needs to go on this November ballot. Discussion of the pros and cons of a North Mason Parks District.

The briefing adjourned at 3:45 p.m.


Wednesday, June 15, 2016
Building 1 – Commissioners' Office


1:30 P.M. – 3:30 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 1:30 p.m. to 3:30 p.m. to conduct interviews for the Support Services Director position

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner