

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of July 11, 2016**

9:00 A.M.

Metropolitan Park District Discussion

Commissioners Sheldon, Neatherlin and Jeffreys were in attendance.

- Neal Winders, Friends of the Parks, presented information on the proposed metropolitan park district (MPD). He is proposing to have five elected at-large MPD commissioners.

Amber Cervantes, Assessor's Office, provided assessed values: \$6,369,279,737 assessed value for unincorporated Mason County; \$3,713,153,878 without North Mason and Grapeview School Districts.

At 20 cents per \$1,000 of valuation, it would raise \$1,273,858 in unincorporated Mason County; excluding the north end it would raise \$742,631; \$450,000 is currently spent on parks from the Current Expense Fund and \$100,000 from REET 2 for operations and maintenance and additional REET funds for capital improvement projects. There is a \$2.5M obligation to RCO.

Cmmr. Jeffreys stated the governance board can be the Board of Mason County Commissioners in an ex officio capacity or five elected at-large MPD commissioners.

Cmmr. Sheldon noted there are 18 MPD's state-wide.

Cmmr. Jeffreys noted that a public hearing is not required but for public input, the Prosecutor's Office is recommending a public hearing be held.

Monte Ritter stated there will be a meeting in the north end on July 25 and suggested if a public hearing is held to consider the resolution, to do that on July 26 for public input.

Karen Herr stated the resolution is due to her office by August 2; if there are specific park commissioner districts proposed it would be a challenge for her office and time is of the essence. Special filing period would have to be opened up for the commission positions. She doesn't know the cost of the election but it could be \$2k to \$10k. Special elections are 2<sup>nd</sup> Tuesday in February and one in April.

Cmmr. Sheldon expressed the following concerns. If there is a five member commission, they would take over MPD. What happens to current employees? If there are not specific districts, all the commissioners could be from the same area. He is concerned the citizens don't know the actual power of the MPD commissioners. Success of the election is public education and he is not hearing from his constituents on this matter. He believes there are a vast amount of county residents who do not have a clue about this MPD. He believes with the proposed timeline it will be difficult to pass this issue and believes a longer campaign period should be considered.

Neal stated his thought is the employees would work for the MPD. The details have to be worked out and possibly a MOU could be entered into. He stated his group has already been getting the word out and information will be available.

Cmmr. Neatherlin stated that initially at-large commissioners made him uncomfortable but it does seem to work for other entities.

Cmmr. Jeffreys stated she believes it is worth putting this proposition before the citizens to see how important parks are to the voters and the survey indicated it would have the best chance of passing at the Presidential Election. REET monies need to be dedicated to essential services, such as sewer and water and this would provide dedicated parks funding. She is supportive of the five at-large commissioners.

Cmmr. Neatherlin prefers it be included with this November election. It would be a lower cost to the County than a special election and he supports holding a public hearing.

Herb Gerhart is supportive of the MPD but is concerned with having five at-large commissioners.

A public hearing will be held on July 19 and the 3-day special filing period for the MPD commissioners will be opened after the primary election is certified, which is the latter part of August. A resolution will be drafted. As part of the education process, it will need to be determined what happens to the parks assets.

- 10:00 A.M. Auditor – Karen Herr/Jill Tullar  
Commissioners Sheldon, Neatherlin and Jeffreys were in attendance.
- Karen Herr and Jill Tullar provided the status and progress of county departments in regards to the preservation and destruction of public records. Auditor's O&M provides funding for permanent archival of records.  
Discussion of LaserFische for archiving and it is widely used.  
Discussion of Community Services scanning their records.  
Cmmr. Jeffreys asked if Jill could be the contact if the County purchases the LaserFische.  
Request for Jill to provide a cost for equipment that could be included in the LOCAL loan that the county is pursuing for LaserFische. Software licenses also need to be purchased.

10:30 A.M. BREAK

- 10:35 A.M. Public Works – Jerry Hauth/Melissa McFadden  
Utilities & Waste Management  
Commissioners Sheldon, Neatherlin and Jeffreys were in attendance.
- A hearing will be set on Tuesday, August 9, 2016 at 9:30 a.m. to consider an Ordinance adopting regulations for, and allowing of, wheeled All-Terrain Vehicle (ATV) and off-road vehicles on certain county roadways.
  - Approval to move forward the request to execute Supplement Agreement No. 1 to Consultant agreement 15-001 with Landau Associates adding an additional \$125,000 to the agreement for geotechnical services throughout 2016.
  - Cost Sharing Agreement between the US Army Corps of Engineers (USACOE) and the Skokomish Tribe for the Skokomish River Ecosystem Restoration design agreement. Cost share will come from grants. John Bolender, Conservation District, stated SWAT community meetings have been held and there have been no objections. John will provide a list of affected landowners. This will be placed on Action Agenda.
  - Change Order No. 1 in the amount of \$15,635.28 for the lift station 2 and 3 electrical replacement/upgrade project for Rustlewood will be placed on agenda. Possible request for an interfund loan. Discussion if this qualifies as a capital improvement and should REET funds be used or should the ratepayers pay.
  - Discussion of Eells Hill Road Public Works property, Turner Avenue property and request from Ridge Motorsports/Manke. Discussion of zoning in that area. There is a well for the landfill on the edge of the landfill parcel that has a protection radius. Aerial photos were displayed of the Eells Hill Road and Turner Avenue property. Public Works has no use for the Turner Hill property. The Eells Hills property was purchased in 1991 by Public Works as a potential gravel resource. Public Works staff recommended Current Expense purchase the Eells Hill Road property from Public Works if a trade for the Turner Avenue property is desired. Cmmr. Sheldon requested a legal opinion if Public Works would have to be reimbursed for the Eells Hill Road if it is swapped. Cmmr. Jeffreys requested staff consider if the Eells Hill Road property would be needed by Utilities for the transfer station.
  - SWAC application from Jon (Mike) Decker. Commissioners approved appointment.

11:30 A.M. 2017 Budget Guidelines – Frank Pinter  
Commissioners Sheldon, Neatherlin and Jeffreys were in attendance.

- Frank Pinter presented the draft 2017 Preliminary Budget Preparation Guidelines that were drafted by Cmmr. Jeffreys.

Cmmr. Sheldon stated due to the job loss in the County and additional job loss when Olympic Panel closes he is worried the budget is not sustainable. The Guidelines state the Current Expense revenues are forecast to decrease by 5% but allow for a 2% ATB, along with COLA, and step increases and he doesn't believe that is sustainable. He pointed out the shortfalls in the 2016 budget.

Cmmr. Neatherlin stated the Mason County unemployment rate as of June 30 is 7.3%. There are always outstanding budget issues every year. He supports the Guidelines.

Cmmr. Sheldon stated he will not sign the proposed 2017 Budget Guidelines. The budget is too optimistic and the County is spending money we don't have.

Auditor Karen Herr is supportive of the proposed Guidelines.

As of today, there is no property tax levy increase or levy shift in the Guidelines. The two bottom lines will continue and it was pointed out that budget transfers can be requested between the two bottom lines.

Budget workshops will be scheduled.

Noon-Break

2:00 P.M.

Community Services- Dave Windom

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

- Memorandum of Understanding with United Way of Mason County for the 2016 Community Impact Grant will be placed on the agenda.
- Approval to set a public hearing on August 16, 2016 on the Moratorium prohibiting medical cannabis cooperatives that. The Moratorium was established on June 28.
- Approval to set a public hearing on August 9, 2016 to consider adopting the 2016 State Building Code updates. The Commissioners stressed they want to adopt only what is required. There are some recommended changes to the Fire Code section and Cmmr. Jeffreys requested additional information as to the impact. An additional briefing will be scheduled to discuss these changes and the hearing will be set.
- Options to fill Nursing position were discussed.
- Crossroads Housing is requesting a six month advance of their housing funding rather than quarterly payments. The recommendation is to not make an exception and a response letter will be on next week's agenda.

2:30 P.M.

Support Services – Frank Pinter

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

- Elected Official/Director quarterly meeting is scheduled on Tuesday, July 19 @ noon.
- Public Safety Testing contracts will be placed on the agenda.
- MOU with Hood Canal School District for RCO grants will be placed on the agenda.
- RFP-Contracted Professional Services-Microenterprise Outreach & Technical Assistance approved to be placed on agenda.
- Discussion of revising budget resolution allowing budget transfers between the two bottom lines. Commissioners agreed to allow an annual amount of \$15,000 for all Current Expense Departments except Sheriff's Office who will be allowed up to \$50,000 due to size of his budgets. Cmmr. Jeffreys pointed out that additional budget amounts could be transferred, at the request of the department/elected official and would need Commissioner approval. The suggestion from the Auditor's office to establish Reallocation BARS line that would be created when there is an approved request will be followed so these transfers can be tracked.

- Lease for North End MCSO Precinct Building for three years, same terms except County will pick up electricity costs was approved to move forward.
- Frank stated the LOCAL financing for Laserfische will have to be in the January funding cycle. This will allow time to determine what equipment/software licenses will be required. A demonstration is scheduled for July 19.
- Cmmr. Neatherlin brought up requests from the Sandhill Park attendant that has not been resolved. Jeff will look into that.
- Cmmr. Neatherlin stated Shorecrest Water is looking for grant money.
- Brief discussion of metropolitan park district and potential impact to staff.

3:00 P.M. Closed Session – RCW 42.30.140 (4) Labor Discussion  
Commissioners Jeffreys and Neatherlin met with Frank Pinter and Dawn Twiddy for a labor discussion from 3:15 p.m. to 3:30 p.m.

3:30 P.M. Commissioner Discussion – Cmmr. Jeffreys asked Cmmr. Neatherlin to represent the County on the WSAC GMA reform sub-committee.

The briefing meeting adjourned at 3:33 p.m.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

  
Terri Jeffreys  
Chair

  
Tim Sheldon  
Commissioner

  
Randy Neatherlin  
Commissioner