

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of July 25, 2016**

Monday, July 25, 2016

- 9:00 A.M. Support Services – Frank Pinter  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Interfund loan for Sheriff hand-held radios & vehicles was reviewed and the conclusion was to pay from Current Expense ending fund balance and not enter into an interfund loan. Frank will include in the next 2016 budget amendment.
  - Squaxin Island land transfer to Squaxin Island Tribe was approved to move forward. The Commissioners requested a news release and Frank will work on this project.
  - Amendment for Capital Land Trust for Coulter Creek property was reviewed and approved to move forward.
  - Agreement with Cerium (vendor) to purchase and install an Avaya Communications Solution (VOIP telephone system) will move forward. The total cost is \$205,000 plus tax.
  - A letter from Susan Sergiojan regarding concerns with the Jail Video Proceedings was received by the Commissioners. A meeting is scheduled on Tuesday to discuss her concerns with all the stakeholders and Cmmr. Jeffreys will represent the Commission.
  - Cmmr. Neatherlin proposed placing a resolution on the agenda for a cemetery district that would be for unincorporated Mason County, excluding the City of Shelton, Harstine Island and the Belfair Cemetery District. The proposed levy rate is 10 cents per \$1,000. The resolution will be placed on the August 2 agenda.

10:00 A.M. The Commissioners took a 5-minute break.

- 10:15 A.M. Public Works – Jerry Hauth/Melissa McFadden  
Utilities & Waste Management  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- The Commissioners agreed to move forward the request to close Clifton Lane (County Road No. 86750) for the Taste of Hood Canal, Saturday August 13, 2016 from 6:00am to 10:00pm.
  - Approved to move forward the Resolution for CRP 2010, Mason County Overlay project on Arcadia Road. Discussion of the use of recycled asphalt.
  - Dave Smith reviewed the average daily traffic (ADT) count on Old Belfair Highway. Discussion of the speed limits. This was done in response to citizen concern of ingress and egress at the new Senior Center. Cmmr. Sheldon would like to review options including signage. Public Works staff will come back with options.
  - Jerry Hauth updated the Commissioners on utilities. They have filled a hole at the Belfair Sewer retention pond. North Bay utility needs new batteries and there are other needs for the three utilities at about \$250,000 for parts such as valves and pumps. Options to pay are from North Bay reserves or an interfund loan.

- 11:00 A.M. Sheriff's Office  
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Sheriff Salisbury stated his office sent a letter to the Commissioners regarding the Jail operational costs. The proposal is to allow the Commissioners direct budget control over the non-debatable operational costs of the jail. Jail staff would verify the services were received and send the invoices to the Commissioners staff for payment. The intent of the proposal is to have a less contentious process.  
Cmmr. Sheldon stated there needs to be a better relationship with the Sheriff's office and he does not believe the Commissioners' office should take on the payment of the jail operations costs because we do not have the expertise. Cmmr. Sheldon suggested a monthly report of jail expenses.  
Cmmr. Neatherlin and Jeffreys stated they have both supported supplemental budget requests for jail costs.

Board of Mason County Commissioners' Briefing Meeting Minutes  
July 25, 2016

Cmmr. Jeffreys brought up the option of transferring budgeted unexpended wages and salaries budget dollars to operational budget lines.

Undersheriff Barrett stated there is a political element where the Sheriff's office is accused of using patrol dollars for non-patrol items.

Cmmr. Neatherlin stated the intent of the two bottom line policy is if the money from wages and salaries needs to be used for other expenses, the Commissioners want that to go through a process for transparency.

The alternatives to sentencing programs were briefly discussed.

Cmmr. Sheldon supports allowing budget transfers within a department based on a percentage of the department budget (rather than \$15K & \$50K).

Cmmr. Neatherlin stated larger budget transfers (beyond \$15K & \$50K) will be allowed with Commissioner approval.

11:30 A.M. Mason County Economic Development Council – Lynn Longan

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Cheryl Fambles, Pacific Mountain Workforce Development Council, presented the 2015 Regional Impact and the 2016-2020 Regional Strategic Workforce Plan. Discussion of how to better connect the skilled workers with job openings. Cheryl brought up the registered apprenticeship program and buy-local program. As a Pac Mountain Board member, the Commissioners asked Lynn to share information she learns that is specific to Mason County.

Cmmr. Sheldon left the briefing at noon. The briefing recessed at 12:35 p.m.

Commissioner Discussion – there was no discussion.

NOON

2:00 P.M. Mason Conservation District – John Bolender  
Voluntary Stewardship Program

Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent. Ron Schultz, WA State Conservation District and Evan Sheffels from WA State Farm Bureau were also in attendance.

- Mr. Schultz explained the Voluntary Stewardship Program which applies to agricultural activities. The goal is to protect the resource and if the county is not meeting the objectives of the VSP, the county would go back to the GMA Critical Areas Resource Ordinance. There was detailed discussion of the VSP work plan, composition of the work group and the role of the County Commissioners. It is strongly recommended that the County Commissioners do not approve the work plan and regular briefings can be scheduled so the Commissioners are engaged in the process. There are reviews in three, five, and eight years and then every ten years thereafter and if the goals are not being met, the County can withdraw from the VSP. Deb will draft a memorandum of understanding so Mason Conservation District can continue their work while the contract is being developed.

Commissioner Discussion

- Diane presented the requests from the Sheriff's office for briefing time for the Woodworker's labor contract and for elected official's salary survey. Frank will call the Sheriff's office on the labor contract to schedule a meeting with him. If their intent is to be part of the negotiation, Frank will inform the Commissioners. Support Services intends to bring forward options for the Commissioners' consideration regarding elected officials salaries and the Commissioners are happy to meet with the Sheriff following the Support Services briefing.
- Cmmr. Jeffreys stated she had a phone call from Friends of the Parks asking if the Commissioners are willing to discuss a proposal. Cmmr. Neatherlin is willing to listen to a Friends of the Park proposal.
- John Bolender came back in with suggested language for the VSP for the work plan/ work group.

Board of Mason County Commissioners' Briefing Meeting Minutes  
July 25, 2016

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

Absent  
Terri Jeffreys  
Chair

Tim Sheldon  
Tim Sheldon  
Commissioner

Randy Neatherlin  
Randy Neatherlin  
Commissioner