

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of August 15, 2016

- 9:00 A.M. Sheriff's Office – Undersheriff Barrett
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Undersheriff Barrett encouraged the Board to move forward with an Electronic Home Monitoring (EHM) program to relieve the jail population. The annual estimate for outsourcing jail inmates is \$700K. Cmmr. Sheldon stated this has been discussed for months and it will take a few months to implement and he is in support of starting an EHM program.
 - Contract with Yakima for jail inmate outsourcing was presented for consideration. Sheriff staff intends to make a site visit.
 - Lease agreement for EHM monitoring with Satellite Tracking of People LLC presented for the Commissioners' consideration. Cmmr. Jeffreys met with Judge Meadows who is concerned about monitoring and believes the County should have one EHM program and Probation Services already has a program. Program details still need to be worked out because there are a lot of variables. Cmmr. Jeffreys understands it takes time to hire staff but wants to be certain the program involves all of the criminal justice offices. Cmmr. Neatherlin brought up having the judge's agreement in using EHM. Undersheriff stated the intent is to allow the judge to sentence the inmates and they find the room, whether in jail or an alternative sentence. Request is to authorize Civil Service the FTE's for an EHM program so the process can start. Undersheriff Barrett stated the Prosecuting Attorney, Judges and Sheriff's office will work out the details, if they can't work out the details, they will not hire staff. Cmmr. Jeffreys requested the EHM program be budgeted as a separate program in the Sheriff's office. Cmmr. Neatherlin is supportive of EHM but is concerned with the judge's control of sentencing. A \$135,054 budget supplement was approved to be included in the budget hearing that will be scheduled in September so the process can be started. Cmmr. Jeffreys and Neatherlin stated they are in favor of going to the voters for a bond for a criminal justice facility.

- 9:30 A.M. Support Services – Frank Pinter
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance
- The draft amended boating regulations were reviewed. Deputy Dugan spoke to the importance of leaving the counter-clockwise language in the regulations and having the distance from shore be the same for all lakes for ease of enforcement. The proposed wake board language will be struck from the draft and the distance from shore will be left at 150 feet for all lakes. The draft amended regulations will be updated for the August 23 hearing.
 - The Employee Services Awards will be scheduled on Tuesday, September 20 at the Colonial House.
 - An executive session will be scheduled to review the applications for the Support Services Director position.
 - The Ifiber contract for county job recruitment is due to expire. The data that HR has obtained from the applications indicates only one applicant indicated they learned of the job opening from this recruitment. The contract will not be renewed and Dawn will notify Ifiber. Dale Hubbard later attended the meeting and the Commissioners explained the contract will not be extended.
 - Cmmr. Sheldon does not support having a work session on the proposed metropolitan park district. Believes this uses county resources to promote a ballot issue.

~~10:15 A.M.~~ — BREAK

- ~~10:20 A.M.~~ 10:35 A.M. Community Services – Dave Windom
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance
- Dave explained for code enforcement they plan to use a private process server to deliver health officer letters and notice of violations. This would be at the end of the process after preliminary steps have been taken. Dave visited Beard's Cove to review code violations.
 - Dave is looking at new software to replace Tidemark.

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- Permit Assistance Center Manager applicants will be interviewed next week. There are no code enforcement applicants; an Environmental Health Specialist is leaving; still looking for a nurse.
- Staff is working hard to meet deadlines for the Capital Facilities Plan (CFP) and Comp Plan.

10:45 A.M. Public Works – Jerry Hauth/Melissa McFadden
Utilities & Waste Management

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance

- A public hearing will be scheduled on September 20 for the Solid Waste Drop Box Hauling agreement with Mason County Garbage Co., Inc.
- Request permission to solicit for design and construction of a salt and patch storage building. Cmmr. Sheldon asked if this money could be used for some other operation. This is Road Fund money and there has been some discussion of a levy shift to be used for utilities. Currently the salt is stored at the former Johns Prairie facility. The Commissioners requested a cost benefit analysis in building a new storage building. Discussion of road maintenance.
- Jerry brought up a staff request to park his 5th wheel trailer at the Belfair Sewer facility to stay on-site for his work week. Commissioners are good with exploring this option and asked staff to check with legal and risk management.
- Herbicide program and brush cutting was discussed. DNR fire season is April through October and they require a water truck be used during this time. Shorecrest roads are over grown; request to gravel road shoulders. Melissa will look into this and report back to the Commissioners.

11:30 A.M. Career Quest – Steve Andrews

Exceptional Foresters Inc. – Debbie McHargue

Kim Jensen, Thurston/Mason County Developmental Disabilities

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance

- Presentation of an employment program for people with developmental disabilities. Kim Jensen stated there are three programs in Thurston/Mason Counties – Exceptional Foresters, Career Quest and Vadus. The county pays the wages and the programs provide training at no cost to the county. Mr. Andrews and Ms. McHargue explained their programs and the type of work their clients are successful at.

Commissioner Discussion – there was no discussion.

The briefings were recessed to 2:30 p.m.

BREAK – NOON

2:30 P.M. Work Session-Public Works

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

- Review of Utilities including Beard's Cove Water System, Rustlewood Water and Sewer Utility and Solid Waste System improvement needs.
- Beard's Cove Water System has 520 lots with 442 connected to the water system. There was a discussion of installation of a booster pump and water meters and this will be included in the Capital Facilities Plan (CFP)
- Rustlewood Water and Sewer Utility has 161 lots. The wastewater treatment facility was replaced in 2010 and the potable water system appears to be functioning as designed. Staff provided a spreadsheet that reflects the needed improvements and repairs including the addition of water meters and an Infiltration and Inflow (I&I) study.
- Solid Waste was then reviewed. Parametrix was hired to perform a Capital Improvement Needs Assessment and they identified 13 deficiencies at the outlying drop-box stations. A total of 43 deficiencies were noted at the Eells Hill Transfer Station. The cost for deferred maintenance needs at the Drop Box Stations is estimated at \$30,000 and Cmmr. Jeffreys questioned the value of investing money into these Stations. Staff then reviewed the needs of the Transfer Station. Cmmr. Neatherlin stated he understood conducting this analysis was to explore privatizing the facility. The Household Hazardous Waste facility is out of compliance. Included in the

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preliminary budget is \$255K to replace and extend the top load chute with skirt, \$200K equipment replacement, \$53K to resurface tipping floor; and \$115K to repair drainage system, for a total of \$623,000. The ending fund balance (EFB) is currently budgeted at \$985K, if all these improvement are made; the EFB is budgeted at \$235K. Staff will explore options for an RFP to privatize the solid waste facilities.


- There was discussion of the property buffer around the transfer station.


The meeting adjourned at 3:55 p.m.


Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Weatherlin
Commissioner