

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of August 22, 2016

Monday, August 22, 2016

8:30 A.M. Executive Session – Qualifications of applicants for public employment – RCW 42.30.110 (1)(g)

- Commissioners Jeffreys, Neatherlin and Sheldon met in Executive Session from 8:30 a.m. to 9:00 a.m. to review applicants for public employment. Tim Whitehead and Dawn Twiddy were also in attendance.

9:00 A.M. Executive Session – Performance of a public employee - RCW 42.30.110 (1)(g)

- Commissioners Jeffreys, Neatherlin and Sheldon met in Executive Session from 9:00 a.m. to 10:00 a.m. to review the performance of public employee. Mike Dorcy, Tim Whitehead, Dawn Twiddy, Susan Looker and Suzanne Michaels were also in attendance.

The Commissioners were on break from 10:00 a.m. to 10:45 a.m.

10:45 A.M. Public Works – Jerry Hauth/Melissa McFadden
Utilities & Waste Management
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Commissioners agreed to move forward the agenda item declaring damaged/replaced vehicles as surplus and dispose at the WA State Surplus Sales. The question was raised about the number of vehicles the Sheriff's office will surplus.
- Public hearing will be scheduled to consider reducing the speed limit on Old Belfair Highway on October 4.
- Public hearing will be scheduled on October 4 to consider reducing speed limit on Agate Road.
- Reminder of the public hearing on September 6 for the Private Line Occupancy Permit.
- Transportation Plan Implementation Priorities were reviewed. TIP-CAP's top priorities are Belfair By-Pass Connector Study, Belfair UGA Update – Access and Circulation Study, Allyn UGA Access, Circulation and ROW Plan and Road & Access Standards. The Commissioners shared their preferences.
- Update on the Stair Case Road project, design is anticipated October 2017, construction funding in 2019.
- An update was provided for the utilities including training and repair of grinder pumps.

11:15 A.M. The Salmon Center – Sarah Heerhartz
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Ms. Heerhartz presented information on the Tahuya River Bridge project. The Salmon Center has submitted a request for funding to the Estuary and Salmon Restoration Program in the amount of \$200,462 for feasibility and design. Part of the feasibility and planning is to determine the role of Mason County in the project. Cmmr. Sheldon asked who the private donor is (will need follow-up) and who the private landowners are (depends on the project). The Commissioners questioned the County's involvement and if the County will be supporting the project. Cmmr. Jeffreys asked Sarah to contact Scott Brewer at the Hood Canal Coordinating Council.

11:30 A.M. State Auditor Entrance Conference
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Review of the work plan for the fiscal year 2015 audit. Budget compliance will be one of the several areas that will be evaluated. There was a brief discussion of paying previous year invoices in the next fiscal year. Cmmr. Sheldon asked what the impact will be for not installing water meters in county utilities, which are required by 2017. On the State Auditor's hot line there was a unanimous complaint regarding the Assessor's office process for property valuation. This will be reviewed. Exit items will be listed at the Exit Conference.

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Commissioner Discussion – there was no discussion.

BREAK – NOON

2:00 P.M.

Work Session- Public Works

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Review of North Bay/Case Inlet Wastewater Treatment Facility. This facility was brought online in 2001 and serves Allyn and Victor communities and is currently operating at over 87% of its design capacity. It was agreed to proceed with needed repairs and push out the plant upgrades.
- Belfair Wastewater and Water Reclamation Facility. This facility was completed in late 2011, early 2012. Because of the limited area that was included within the Phase I construction area, the facility receives about half of the initial operational capacity. The Commissioners asked if the facility can accept trucked in sewage and asked Jerry to look into that. Cmmr. Sheldon does not support expanding the facility at this time.
- Water meters was a topic of discussion.

The Commissioners recessed for 10 minutes at 3:05 p.m.

3:30 P.M. 3:15 P.M.

Support Services – Frank Pinter

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Proclamation for September 2016 being National Preparedness Month will be placed on the agenda.
- Memorandum of Understanding between Mason County/District Court and AFSCME Local 1504 is on the agenda.
- \$450,000 request from the Rural County Sales & Use Tax Fund (.09) for the Belfair Sewer for years 2016 – 2018 has been circulated for comment. After discussion, only the 2016 award will be placed on the agenda. Cmmr. Sheldon had several questions regarding the Belfair Sewer rates compared to other sewer systems and requested Frank to provide that information.
- Final review of proposed 2016 budget amendments for a budget hearing to be set at the end of September/early October.

4:00 P.M.

Community Services – Dave Windom

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Planning Advisory Board applicant James Thomas will be placed on the agenda for appointment.
- Discussion of enforcement cases that have been issued orders to clean up their property. There are several complications that have to be worked through.
- Cmmr. Sheldon brought up the lack of regulations for vacation rentals by owners.
- Cmmr. Jeffreys brought up regulations for tiny houses and asked staff to look into that.

Commissioner Discussion – there was no discussion.

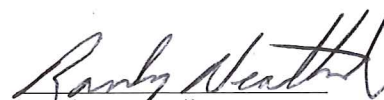
Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner