

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of September 26, 2016

Monday, September 26, 2016

9:00 A.M. Executive Session – RCW 42.30.110 (1)(g) Performance of a public employee
Commissioners Jeffreys and Neatherlin met with Prosecuting Attorney Mike Dorcy and Chief Deputy Prosecuting Attorney Tim Whitehead in Executive Session from 9:15 a.m. to 9:45 a.m. to discuss the performance of a public employee. Support Services Director Frank Pinter and Human Resources/Risk Manager Dawn Twiddy were also in attendance.

9:15 A.M. Support Services – Frank Pinter
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Discussion of elected official's salaries for the Assessor, Auditor, Clerk, Coroner, Treasurer and Sheriff. The proposal is to establish the elected officials salaries at the average of comparable counties (comparable counties per PERC – Clallam, Cowlitz, Grays Harbor, Island, Jefferson, Lewis and Skagit Counties) resulting in a 5% increase for the elected officials except the Sheriff who would receive an 11% increase in 2017. The proposal also establishes the Commissioners such that the elected official's salaries (except Sheriff) would be at 95% of the Commissioners' salaries.

Assessor Melody Peterson asked what comparable salaries were used to determine department head salaries.
Sheriff Salisbury also asked about the comparables used for the department head salaries and suggested an internal review be conducted to determine the level of supervisory duties that are required and consider this information when establishing salaries.
Cmmr. Jeffreys commented that she doesn't feel there are comparables for department heads. It is a choice to run for an elected office and she hopes that providing public service is part of this choice. Today's discussion is pertaining to elected officials and department head salaries are a separate discussion.
Cmmr. Neatherlin pointed out that for most elected offices, there are no minimum qualifications except to be 18 years of age and to live in the correct area except for the Prosecuting Attorney and Judges. He requested this item be tabled.

10:00 A.M. Community Services – Dave Windom
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Agreement with Thurston County for the Developmental Disabilities program that is funded with the millage levy was approved to place on agenda. The agreement has been sent to Thurston County for review.
- The Board approved moving forward the Thrive Washington Independent contractor agreement for the Nurse Family Partnership Program.
- Agreement with Capital Region ESD 113 for the PAX Good Behavior Game substance abuse prevention program is approved to move forward.
- Solid waste complaint on county-owned property and Frank has emailed the Undersheriff to place this property on the litter clean up crew's list.
- Dave reported he is attending a conference on the Foundation of Public Health Services.
- Staff is looking into on-line permitting software.
- There will be three trees removed by the parking lot of Building 8 because they are dead.

Recess – 10:35 a.m. to 10 45 a.m.

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

- Request to select staffing from the MRSC Roster to manage the wastewater facilities for a temporary staffing solution. This will be placed on tomorrow's agenda.

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- Request for a new non-union Water and Wastewater Manager position at Salary Range 38. The Commissioners approved moving this forward.
- Cmmr. Jeffreys brought up moving \$500K from the asphalt program in the 2017 annual construction plan to new road construction. Discussion of CRAB, UAV and TIB funds. Jerry asked what the Commissioners would like to see in new road projects. Cmmr. Neatherlin brought up Belfair Bypass connector roads and Rasor Road. There was discussion of possibly changing the proposed annual construction plan and this will be discussed at the public hearing. The public hearing may be continued to allow additional staff time.

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

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

- Potential of selling County-owned property on Highway 101 and W Dayton Airport Road for the development of a motel. This parcel is zoned public institutional. An appraisal request has been made. The surplus process will be scheduled which includes a public hearing. EDC have been working commercial brokers.
- A lease has been signed for part of the Mill 5 property with a Gem Shavings, which provides horse shavings. Possible rezone may be requested to allow an industrial park on the property. It's currently zoned long-term commercial forest.

Commissioner Discussion

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

- Discussion of elected official's salaries. Options include setting at the average of comparable counties, tying to Superior Court judge salaries or select certain counties to average.

Recess 12:05 p.m.

2:00 P.M. Probation Services – Jim Madsen

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

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

The following agreements were approved to move to Action Agenda:

- Contract with Strengthening Foundations Counseling, LLC to continue Functional Family Therapy (FFT) services with probation youth and families. This is paid by state grant monies and does not require any county funding.
- Interagency Agreement with WA State Administrative Office of the Courts for BECCA Bill Programs and Services. Funding is \$74,168 and does not require matching funds.
- Interagency Agreement with WA State for \$60,214 funding for CASA Programs.
- Cmmr. Jeffreys talked about the plan from BHO for nine mental health triage beds in Mason County and there have been suggestions from the community use the juvenile detention center for these beds.

2:15 P.M. Support Services – Frank Pinter

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

- Frank brought up the elected official salary issue and inquiry as to how the department head salaries were determined. Frank and Dawn will research this issue and bring back information at a later date.
- Homes First contract will be placed on agenda.
- Resolution for interfund loan from ER&R to Current Expense for Sheriff hand-held radios and vehicles will be placed on agenda.
- Discussion of RCO grant programs for Firearms & Archery Range Recreation Program & Recreational Trails Program – applications due November 1. Mason County does not have any specific program ready to apply for grant funds. Cmmr. Neatherlin said he will pass on the information to the Port of Allyn.
- Lease for the MCSO precinct in Belfair will be placed on the agenda. There is no rent increase but the County will be responsible to pay utilities.

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- Cmmr. Jeffreys asked if there is an interest of the County mailing out a fact sheet on the proposed Metropolitan Park District ballot issue. Cmmr. Neatherlin does not support doing this.

Commissioner Discussion – there was no discussion.

Wednesday, September 28, 2016

9:00 A.M. 2017 Budget Workshop

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

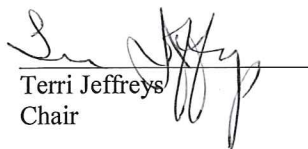
- Dave Windom presented his 2017 budget request for Community Services that includes Public Health, Planning and Building. A Tacoma Power project at Lake Cushman will require additional staff to bring the properties into compliance and that request is not included in this budget request. Tacoma Power will be requested to fund at least part of this staffing.
- Water quality was discussed and the Commissioners asked for information on what services are needed and the cost. The Commissioners want to be proactive on water quality.
- Request to replace two older vehicles and one is included in the Public Health ER&R rates. Two additional vehicles may be necessary if two Code Enforcement Officers are hired and that is not budgeted.
- Request to change one of the Building Inspectors to a Code Enforcement Officer so there will be two Code Enforcement Officers.
- No indirect fees were budgeted in Community Development per Frank Pinter. The Commissioners will discuss this with Frank.
- Total expenditures and revenues were discussed. Planning fees have been proposed to be increased in the past and the Commissioners asked the fee structure be reviewed for 2017. Long range planning is Current Expense supported and the current planning revenues do not totally support the current planning expenditures.
- Cmmr. Neatherlin brought up Hearing Examiner fees and the requests that are brought before the Hearing Examiner.
- Mental Health was discussed and the Commissioners want to be able to explain to the public what is being done with the Mental Health sales tax. Cmmr. Jeffreys asked that staff talk to Rene in Therapeutic Courts to make sure the budgets are correct.


The meeting adjourned at 12:05 p.m.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner