

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of November 21, 2016

Monday, November 21, 2016

- 8:30 A.M. Closed Session –RCW 42.30.140 (4) Labor Discussion
Commissioners Jeffreys, Neatherlin and Sheldon met in Closed Session from 8:40 a.m. to 9:00 a.m. for a labor discussion. Dawn Twiddy and Frank Pinter were also in attendance.
- 8:45 A.M. Executive Session – RCW 42.30.110 (b) Real Estate – Lease or Purchase
Commissioners Jeffreys, Neatherlin and Sheldon met in Executive Session with Mark Freedman, Thurston Mason Behavioral Health Organization to discuss a real estate purchase proposal.
- 9:05 A.M. Thurston Mason Behavioral Health Organization (TMBHO)
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance. Mark Freedman, TMBHO, was also in attendance.
- Cmmr. Jeffreys presented a proposal to grant funding from the Mental Health Fund to the Thurston Mason Behavioral Health Organization to purchase the former PUD 3 building to be used as an involuntary triage mental health facility.
Cmmr. Neatherlin suggested an agreement be drawn up for \$250,000 to be used for this facility.
Cmmr. Sheldon clarified that the TMBHO would purchase the facility and the TMBHO would contract with an entity to operate the facility.
Discussion of the potential agreement – include deliverables, time frame, and if the terms are not met, the facility would default back to the County. The goal is to have the agreement on the December 6 Action Agenda.
- 9:15 A.M. Support Services – Frank Pinter
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Commissioners approved appointing Barry Fischer to the Noxious Weed Control Board representing District 4 as recommended.
 - An Executive Session will be scheduled to review qualifications of the three nominees (Sharon Fogo, Cathy Gallagher, Marlayna O'Donnell) for the Clerk position submitted by the Mason County Democratic Committee. Interviews may be scheduled.
 - Reviewed the 2017 funding request from Mason County Economic Development Council (EDC) from the Rural Sales & Use Tax (.09) Fund. The request is for \$100,000 and the current funding level is \$68,000. Lynn Longan, EDC, was in attendance and stated the additional efforts are a business recruitment strategy and business retention. She will also apply for grants and talk to other investors. The EDC currently has 110 members. The Commissioners approved circulating the funding request for comment, per RCW.
 - Counter-offer on surplus property at 111 E Lakeshore Drive E for \$4,000. The Commissioners countered at \$4,200. Frank will let the realtor know.
 - Final 2016 Budget adjustment hearing proposed for December 13 was reviewed. The Commissioners agreed to increase the notice for the Sheriff's office and in the meantime; Cmmr. Neatherlin and Frank will meet with Sheriff's staff to review what the need is. It was pointed out that the two bottom lines (salaries/benefits & operating) apply to the total department totals (#205) – it is not applied per program. Frank has reviewed the program and believes there is capacity to move funding between the programs.
 - Discussion of the Public Defense office. The Commissioners asked Frank to discuss with Thurston County and Grays Harbor County the option of operating public defense jointly. In the mean time the County has contracted with Charles Lane to administer this office. Cmmr. Sheldon asked if the Supreme Court *Hecht* decision has impacted who is eligible for public defense. Frank was directed to ask the Superior Court how they have implemented the Hecht decision and what the results are.

Mason County Commissioners' Briefing Meeting Minutes
Week of November 21, 2016

- Agreement with WA State Office of Public Defense for 2017 funding of \$77,493 will be placed on the agenda.
- Hazard Mitigation Grant Program will be placed on the December 6 agenda.
- Jeff provided an update on Coulter Creek property acquisition and reassured the Commissioners the funding allows for passive recreation.

The Commissioners took a break from 10:25 a.m. to 10:40 a.m.

10:30 A.M.

Community Services – Dave Windom

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- Approval to reappoint Steven Rose and appoint David Willard to the Mason /County Historic Preservation Commission (HPC).
- Cmmr. Jeffreys brought up the possibility of granting operational funding from the Historical Preservation Fund to the local Mason County Historical Society. There is also a North Bay Historical Society. Michael will bring this up with the HPC.
- Dave updated the Commissioners on recent the conference he attended. Big issues covered were exposure to lead, gun control and impact of Hirst decision.
- 2017 budget was discussed and consideration of increasing the fees.

11:00 A.M.

Public Works – Jerry Hauth/Melissa McFadden

Utilities & Waste Management

Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.

- For the December 6 agenda - Approval to call for bids for culvert pipe and linings for 2017 and execute the County Road/Speed Restrictions and Emergency Road Closing Order Resolution.
- Approval for the sole source purchase of refurbished parts for the Grizzly Crane used at the Solid Waste Transfer Station from the manufacturer, Grizzle Equipment Manufacturing Corp, estimated cost \$140,000.
- Approval for the December 6 agenda, Amendment No. 2 of the Contract with MDG Wastewater and Water Treatment for Water & Wastewater Management Services. Adding an additional \$15,000 to the agreement (changing the maximum payable amount \$45,000) and to include PERS retirement payments contributions to the Washington State Department of Retirement Systems.
- Loretta reported the preliminary rankings for grant applications for SRF Board and Flood Plains by Design for the General Investigation work in Skokomish Valley.
- Commissioners brought up FEMA maps and Hirst court case maps.
- Update on the Simmons Road project – DOT requested Mason County to appropriate funding for practical design. Staff requested DOT to submit an agreement so the funding is set. Cmmr. Sheldon stated his goal is to get DOT to move faster and there is a possibility of using some of the Timber Closure appropriation that is through the EDC.
- Fish & Wildlife lawsuit (Pierce County is lead); Squaxin Tribe is asking the County to work with them and avoid litigation. The Tribe has asked the County to work with them on culvert replacements. Melissa stated WSAC has grant funds for a pilot program for inventory of culverts and then work with the Tribes to prioritize the culverts. Melissa stated there is also a fish barrier removal project.

11:45 p.m. Cmmr. Sheldon left the briefing.

Commissioner Discussion –

Commissioners Jeffreys and Neatherlin were in attendance.

- Discussion with Steve Bloomfield on possible funding for Mason County Historical Society from the Historical Preservation Fund.
- Cmmr. Jeffreys brought up the property by Public Works that the Historical Society has expressed interest in and it appears to be owned by the Road Fund and there is a question if the property can be sold for less than market value. There still has not been an appraisal.

Mason County Commissioners' Briefing Meeting Minutes
Week of November 21, 2016

- Timber Impacted Communities funding - Green Diamond has stated they have no intent to pursue a rail feasibility study; possibility to use the funding to extend the Shelton UGA or update the Comp Plan economic element.
- Cmmr. Jeffreys brought up the no protest annexation language in City of Shelton code.

BREAK – NOON

- 2:00 P.M. Economic Development Council – Lynn Longan
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Lynn Longan presented proposed 2017 appropriations for the contract with WA State Department of Commerce for the Timber Impacted Communities Funding, which must be spent by June 2017. Jackie Woodson, Department of Commerce, and Tracy Moore, City of Shelton, were also in attendance. The proposal is as follows: \$25,000 Economic Gardening; \$10,000 Economic Symposium/Asset Mapping; \$46,500, Economic Opportunity Grant Program; \$31,000 Comprehensive Plan Update; \$8.5K renew Zoom Prospector; \$1.5K renew Executive Pulse subscription and \$21.5K update economic development element. This funding cannot be used on the Simmons Road project.
 - Discussion of the Shelton UGA expansion project.
 - EDC will pursue procuring professional services for the Comp Plan economic element update. Lynn will put together a review team and Commerce requested the County to approve who is selected.

- 2:30 P.M. 2017 Budget Workshop
Commissioners Jeffreys, Neatherlin and Sheldon were in attendance.
- Frank Pinter recapped the 2017 budget status. Rather than an across-the-board budget reduction, an attempt was made to identify \$3.6M in funding reductions and departments have made requests to discuss with the Commissioners. Frank then reviewed the department requests to add back in funding. The budget is still not balanced and the Commissioners will meet with departments Tuesday afternoon.

Commissioner Discussion – there was no discussion.

Tuesday, November 22, 2016

- 1:00 P.M. 2017 Budget Workshop
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- District Court – Judge Meadows and Patsy Robinson spoke to the proposed cuts to their 2017 budget. Judge Meadows stated they have been operating on bare bones staff for some time and they really need an additional part time judge and additional support staff. Judge Meadows pointed out the courts are not supposed to fund themselves. Cmmr. Jeffreys asked if there are programmatic changes in other departments that would have a positive change on District Court.
 - Prosecuting Attorney Mike Dorcy and Darcy Ward spoke to the proposed cuts to their 2017 budget. Mr. Dorcy stated the Child Support Enforcement is supported by the state so it does not save money by reducing the expenditures in that budget and that will be restored. In order to reduce his budget by \$101,000 he would have to reduce staff. They are proposing a reduction in operating expenses of \$25,000.
Recess: 2:50 – 3:05 p.m.
 - Sheriff 2017 Budget - Undersheriff Barrett, Chief Ehrich and Chief Hanson spoke to the proposed cuts to the Sheriff's 2017 budget. 2017 budget will be adopted with two totals – salaries/benefits and operating. Alternatives to Sentencing program (ATS) – the Records Specialist is necessary to address public records and run the EHM program. Cmmr. Neatherlin stated he likes the ATS and thought it would be a cost savings, but we lose jail space and it costs more. He is trying to justify why to implement the program because he is not seeing any cost savings in the budget. Chief Hanson believes the ATS will

Mason County Commissioners' Briefing Meeting Minutes
Week of November 21, 2016

significantly reduce the outsourcing and still provide a service to the community. Undersheriff spoke to the jail capacity and constraints. The alternative to ATS is to cap the jail and use outsourcing.

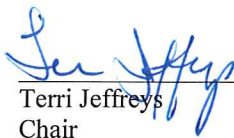
- Reduction to vehicles – Undersheriff Barrett thought this had been resolved and there are at least four vehicles that will be at their mileage limit this year. Undersheriff spoke to how they would deal with a reduction in vehicle replacement.
- Overtime – meeting minimum staffing requirement for safety standards, two deputies north and two deputies south with one supervisor. Call volume has increased. Also covers end of shift calls, search and rescue calls, cover for those on medical leave, and to cover for training. It's not about scheduling. They believe some will be mitigated with having a full staff that is trained.
- Sheriff salary – the proposed salary reflects paying the Sheriff \$1 more than the Undersheriff.
- Healthcare in jail – currently have 10 hours a day of coverage. The request is for 16 hours of coverage. This is a high liability area. It was suggested to use Mental Health funding for part (6 hours) of this service. The nurses would account for time and effort on those inmates suffering from ailments allowed under the Mental Health tax. Frank asked if the nurses are qualified to determine if the inmate qualifies for use of this Mental Health tax.
- Miscellaneous reductions were made in operating expenses.
- Frank asked about Swift & Certain revenues. If alternative to sentencing frees up beds that can be used for Swift & Certain inmates, that revenue could be increased. Frank stated it was assumed the jail modifications would increase jail capacity allowing for additional Swift & Certain revenues. Cmmr. Jeffreys also brought up revenues from City of Shelton for jail use. Staff is working with City staff for a 2017 contract and on past-due bills. Undersheriff pointed out there are needs from Mason County courts that have to be balanced with Swift & Certain and City of Shelton beds.
- Superior Court – Judge Sheldon spoke to their budget. The budget request was based on what they believe is needed to run their office. Public Defense budget was also mentioned. Jim Madsen spoke to the Juvenile budget reductions and stated they reduced in areas that they may have to request a budget supplement next year.
- General discussion – increase traffic diversion by \$300K from the new road project budget; spoke in favor of taking the 1% increase and banked capacity in Current Expense; reviewed various requests for “add-backs”; there is currently no EHM revenue budgeted and Frank was directed to obtain a number; start the Deputy Prosecutor position two months later in the year; discussion of using Mental Health funding for jail nursing services; remove additional funding request for alternatives to sentencing program; request from Community Services for software purchase is not currently budgeted. The discussion will continue to next Tuesday, November 29, 9 a.m.

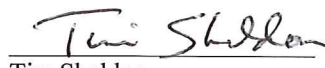
Meeting adjourned at 4:55 p.m.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner