

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

March 17, 2009

1. Call to Order – The Chairperson called the regular meeting to order at 9:08 a.m.
2. Pledge of Allegiance – Steve Bloomfield of Taylor Shellfish led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Lynda Ring Erickson; Commissioner District 2 – Tim Sheldon; Commissioner District 3 – Ross Gallagher.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 The Washington State County Road Administration Board and Olympic College sent their 2008 Annual Reports.
 - 4.1.2 The Skokomish Tribe would like a withdrawal of the Mitigated Determination of Non-Significance #2007-00141 and the Mason County Shoreline Conditional Use/Substantial Development Permit #SHR2007-00032.
 - 4.1.3 Jules Michel and Dick and Nancy Roughley expressed concerns regarding tideland development in Cape Horn Bay.
 - 4.1.4 Loretta Bilow offered possible sites for a Sheriff's office in Belfair.
 - 4.1.5 Jack Miles is seeking reappointment to the Mason County Housing Authority Board
 - 4.2 News Release – Mason County Historic Preservation Commission – Kell McAboy, Planner, presented the news release seeking applicants to the Mason County Historic Preservation Commission. There is one open at large position.
 - 4.3 News Release – Belfair Future Roads Open House. Kell McAboy announced the open house would take place April 7, 2009 from 4:30 p.m. to 7:00 p.m.

Cmmr. Sheldon reiterated they will not be telling property owners exactly where the roads will go and construction of the roads will occur gradually over a lengthy period of time.
 - 4.4 News Release – North Shore Road Repairs. Charlie Butros, Public Works Director, presented the news release regarding the status of the North Shore Road repairs.
 - 4.5 News Release - Public Health Staff Awarded Training Scholarships. Vicki Kirkpatrick, Public Health Director, announced Joy Fulling and Dr. Diana Yu have received scholarships to attend a Psychological First Aid Instructor Training Workshop in Denver, Colorado.
 - 4.6 News Release – Public Health Department New Location. Vicki Kirkpatrick presented the news release regarding the relocation of the Public Health Department to the 1st floor of Building 8 on the County Campus.
5. Open Forum for Citizen Input – There was no citizen input.
6. Adoption of Agenda - **Cmmr. Gallagher/Ring Erickson moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; S-aye; G-aye.**
7. Approval of Minutes – briefing minutes for the week of February 23, 2009 and regular meeting minutes for March 3, 2009.

Cmmr. Ring Erickson/Gallagher moved and seconded to approve the briefing minutes for the week of February 23, 2009 and regular meeting minutes for March 3, 2009. Motion carried unanimously. RE-aye; S-aye; G-aye.

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8. Approval of Consent Agenda:

- 8.1 Approval of the Certification of Sponsor Match with the Washington State Recreation and Conservation Office (RCO) for a grant request to acquire 10 acres of land along Goldsborough Creek which will be used for riparian protection and passive recreation opportunities. The potential grant award from RCO is \$275,000.
- 8.2 Approval for the Equipment Rental & Revolving Fund Manager to call for bids to furnish Mason County with Emulsified Asphalt for the year 2009. Date and time of opening to be April 15, 2009 at 9:00 am. Bid award is anticipated at the April 21, 2009 regular meeting of the Board of Mason County Commissioners.
- 8.3 Approval for the Equipment Rental & Revolving Fund Manager to surplus vehicles that have been replaced and computer equipment that is obsolete or failed. Disposal will be by public auction at the Washington State Surplus Sale.
- 8.4 Approval of the resolution appointing the current Mason County representatives to the Washington Counties Risk Pool. Commissioner Lynda Ring Erickson is the County's representative and Commissioner Ross Gallagher and Ione Siegler are the alternate representatives. **Resolution No. 20-09 (Exhibit A)**
- 8.5 Approval to renew the agreement with Joy Smith for an amount not to exceed \$1,800 for the Truman Glick Park Attendant position for 2009.
- 8.6 Approval of the agreement with Dianna T. Drydan in an amount not to exceed \$900 for the Union Park Attendant position for 2009.
- 8.7 Approval of the resolution extending the term of repayment for an \$800,000 Interfund loan from the Rural County Sales and Use Tax (.09) Fund to the Belfair Wastewater Reclamation Utility Fund. The request is to delay the loan repayment to 2012 with interest only payments to be made in December 2009, 2010 and 2011. **Resolution No. 21-09 (Exhibit B)**
- 8.8 Approval of the expenditure of \$21,000 to Brown and Caldwell to provide project management support to assist the Tri-Party Group receive State and Federal funds to design and build sewer facilities in the Hoodsport/Skokomish areas of Mason County. This is the County's share of the costs associated with the work of the Tri-Party Group and is in the existing budget for sewer and water utility planning.
- 8.9 Approval to set a public hearing on Tuesday, April 14, 2009 at 9:30a.m. to consider the adoption of the Countywide Stormwater Management Strategy Plan.
- 8.10 Approval of the reimbursable agreement between Mason County Public Works and Mason County Parks and Trails Department for survey work.
- 8.11 Approval of County Road Project 1921 for Harstine Island Road North, Harstine Island Road South and Ballow Road to create clear zones for safety improvements.
Resolution No. 22-09 (Exhibit C)
- 8.12 Approval of the resolution authorizing a road closure on McEwan Prairie Road (County Road Number 51800) at approximately milepost 0.830 (coming from Mason Lake Road) to facilitate work associated with the railroad crossing which includes the installation of new tubs. The road will be closed to all through traffic starting 6 a.m. Saturday, April 4, 2009 and reopen 5 p.m. Monday, April 6, 2009. **Resolution No. 23-09 (Exhibit D)**
- 8.13 Approval of an interlocal agreement with Kitsap County for Household Hazardous Waste. The cost is \$60 per customer with 75% being covered by a Department of Ecology grant.
- 8.14 Approval for the Chair to sign the letter authorizing Marty Best as the Applicant Agent and Allan Eaton as the Alternate authorizing representative for Mason County for the December 2008 severe winter storm/snow event, FEMA No. 1825-DR-WA.
- 8.15 ~~Approval of the consultant agreement between Mason County and Aspect Consulting allowing Aspect Consulting to provide geotechnical service, when needed, throughout 2009 and authorize Robert A. Thuring, Deputy Director/County Engineer, to sign these task agreements.~~
REMOVED

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
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8.16 Approval of Warrants

Claims Clearing Fund	Warrant #s 154026-154645	\$2,226,829.85
Salary Clearing Fund	Warrant #s 2309-2398	\$ 539,880.71
Direct Deposit Fund	Deposit #s 10354-11146	\$1,148,500.96

- 8.17 Approval to award the bid for the interior modifications to the Mason County Sheriff's office located at 322 N Third Street to Christensen, Inc. in the amount of \$127,850 and authorize the Chair to sign all pertinent documents. Funds for this remodel are from General Obligation bonds.

Cmmr. Sheldon asked if the funding for item 8.8 comes from .09 Economic Development Funds.

Emmett Dobey, Utilities & Waste Management Director, stated these funds come from the regular Utilities Fund.

Cmmr. Gallagher/Ring Erickson moved and seconded to approve Consent items 8.1 through 8.17, with the removal of item 8.15. Motion carried unanimously. RE-aye; S-aye; G-aye.

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time.

- 9.1 Public hearing continued from March 3rd to consider establishing a fee for the required "development permit" under the Flood Damage Prevention Ordinance section 4.1.1.

Cmmr. Ring Erickson noted the public hearing would not be reopened for public testimony.

Kell McAboy stated there is a section in the Flood Damage Prevention Ordinance that requires a development permit for certain activities. If the activity doesn't require any other type of County permit, that is when this development permit would be required. For example, if someone were to put up a small structure, under 200 square feet, that wouldn't usually require a permit, but a development permit would be required under the Flood Damage Prevention Ordinance if it were located in a special flood hazard area. There is not a fee established for this permit. This hearing is to establish a fee. The Planning Department is recommending a flat fee of \$255, which is the same as the planning site pre-inspection fee.

Cmmr. Sheldon asked if there was any public testimony at the last hearing.

Ms. McAboy stated there was not.

Cmmr. Gallagher/Ring Erickson moved and seconded to establish a fee of \$255.00 for the required "development permit" under the Flood Damage Prevention Ordinance section 4.1-1. Motion carried unanimously. RE-aye; S-aye; G-aye. Ordinance No. 24-09 (Exhibit E)

10. Other Business (Department Heads and Elected Officials) –

- 10.1 Ione Seigler, Budget and Finance Director, would like to set a time on the March 24, 2009 meeting agenda to discuss the 2009 budget. During a briefing yesterday all three commissioners met with the Finance Committee, which is made up of the Commission Chair, Auditor and Treasurer. The Finance Committee explained that they expected a further decrease in revenue in the Current Expense Fund and this downturn in revenue necessitates another look at the 2009 budget.

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Cmmr. Ring Erickson stated it was her understanding that there would be a Finance Committee meeting at the Commission Briefing on March 23, 2009 to discuss the 2009 budget.

Cmmr. Sheldon stated any action taken would be at the March 24, 2009 Commission meeting.

11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.

Cmmr. Sheldon noted that he received several comments and calls last week about MACECOM 911 funding. Mason County's attorney is reviewing the agreement and will be making the determination regarding the issue that was raised regarding funding in 2008.

Cmmr. Sheldon called a recess at 9:51 a.m.

The meeting reconvened at 10:05 a.m. with Commissioner Sheldon presenting the State of the County Address in honor of Mason County's 155th birthday. He stated the one word that best describes the state of the county is "unsettled". He described the current economic downturn locally, regionally and nationally and listed the County's accomplishments in the last year, as well as projects he hopes are completed in 2009.

Commissioner Gallagher and Commissioner Ring Erickson also expressed their hopes for the county in 2009.

There was a major power failure at 10:06 a.m.

12. Adjournment – The meeting adjourned at 10:26 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON



Tim Sheldon, Chair



Lynda Ring Erickson, Commissioner

ATTEST:



Shannon Goudy, Clerk of the Board



Ross Gallagher, Commissioner

RESOLUTION No. 20-09

BEFORE THE COMMISISONERS OF MASON COUNTY, WASHINGTON

IN THE MATTER OF CONTINUING RELATIONSHIPS WITH THE WASHINGTON COUNTIES RISK POOL AND THE RELATED APPOINTMENTS AND DESIGNATIONS OF/FOR EACH MEMBER COUNTY.

WHEREAS, several Washington counties agreed to the creation of the Washington Counties Risk Pool ("Pool"), organized and operating under Chapters 48.62 and 39.34 RCW, to provide to its member counties programs of joint self-insurance, joint purchasing of insurance, and joint contracting for or hiring of personnel to provide risk management, claims handling, and administrative services; and

WHEREAS, the Pool's Interlocal Agreement and Bylaws, and policies of its Board of Directors require appointees and/or designees from each member county; that is:

- a) **Director / Alternate Director** – officers or employees of each Pool member county that are appointed by and serve at the pleasure of the respective county's legislative authority (*Article 8 of the Interlocal Agreement and Article 2 of the Bylaws*);
- b) **County Risk Manager** – an employee of each Pool member county appointed to serve as a liaison between the County and the Pool as to risk management and who is responsible for the risk management function within the County (*Article 11(b) of the Interlocal Agreement*);
- c) **County Safety Officer** – an active employee designated by each Pool member county who, along with a related committee, are maintained to consider all recommendations concerning the development and implementation of a loss control policy to prevent unsafe practices (*Article 11(c) of the Interlocal Agreement*); and
- d) **County Claims Administrator** – each Pool member county's must designate someone to administer civil claims, with whom incidents should be immediately reported to, who is responsible for sending all claims and lawsuits and reporting various known incidents to the Pool, and with whom the Pool will coordinate the County's clams administration (*section B of the Pool Board of Directors' Claims Handling Policies and Procedures*);

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners for Mason County hereby confirms the appointment or designation of the following individuals for the applicable and required relationships with the Washington Counties Risk Pool:

Director: Lynda Ring Erickson	County Title: Commissioner
Alternate Director: Ione Siegler	Title: Director of Budget & Finance
2 nd Alternate (optional): Ross Gallagher	Title: Commissioner
Risk Manager: Ione Siegler	Title: Director of Budget & Finance
Safety Officer: Todd Barr	Title: Loss Control Coordinator/Budget Analyst
Claims Administrator: Ione Siegler	Title: Director of Budget & Finance

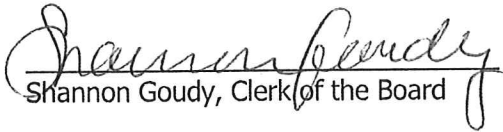
BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon its passage and shall supersede any prior conflicting action(s); and


BE IT STILL FURTHER RESOLVED that the clerk of this body shall forward a copy of this resolution, once completed, to the attention of Executive Director Vyrle Hill at the Washington Counties Risk Pool, 2558 RW Johnson Rd. S.W., S9uite 106, Tumwater, WA 98512-6103.

PASSED this 17th day of March, 2009.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

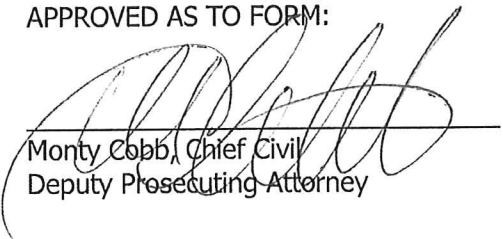
ATTEST:


Shannon Goudy, Clerk of the Board



Tim Sheldon, Chair

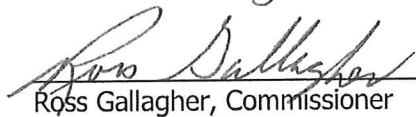
APPROVED AS TO FORM:



Monty Cobb, Chief Civil
Deputy Prosecuting Attorney



Lynda Ring Erickson, Commissioner



Ross Gallagher, Commissioner

RESOLUTION NO. 21-09
AMEND INTERFUND LOAN FROM RURAL COUNTY SALES AND USE TAX (.09) FUND
103-000-000 – Resolution NO. 117-07

WHEREAS, the Mason County Board of County Commissioners approved an interfund loan to the Belfair Wastewater and Water Reclamation Utility Fund 413-000-000, Resolution No. 117-07, on November 6, 2007 and;

WHEREAS, the Belfair Wastewater & Water Reclamation Utility Fund continues to need interim financing until the funds are received for the final design and construction of the new Belfair Wastewater & Water Reclamation Facility which is expected in December 2011, and;

WHEREAS, the Rural County Sales & Use Tax (.09) Fund is able and willing to amend the initial interfund loan to finance the Belfair Wastewater & Water Reclamation Project,

NOW THEREFORE BE IT RESOLVED, by the Mason County Board of County Commissioners that an interfund loan for interim financing be amended as follows:

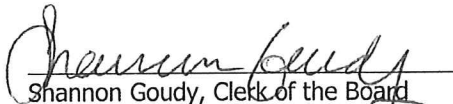
From:	Rural County Sales & Use Tax (.09) Fund 103-000-000
To:	Belfair Wastewater & Water Reclamation Utility Fund 413-000-000
TERMS:	Annual Interest Rate: 4.96%
	Principal Amount: \$800,000
	Duration of Loan: Three (3) years
	Debt Repayment Interest only 3 years, starting December 31, 2009 Principal lump sum, December 31, 2012

PURPOSE: Provide Interim Financing.

APPROVED this 17th day of March, 2009.

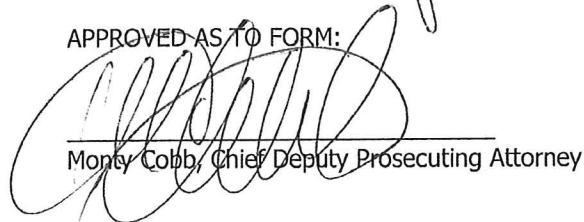
BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

ATTEST:


Shannon Goudy, Clerk of the Board


Tim Sheldon, Chair

APPROVED AS TO FORM:


Monty Cobb, Chief Deputy Prosecuting Attorney


Lynda Ring Erickson, Commissioner


Ross Gallagher, Commissioner

C: Utilities & Waste Mng
Treasurer
Auditor
Budget & Finance

EXHIBIT B

**MASON COUNTY
COMMISSIONERS RESOLUTION NO. 22-091
COUNTY ROAD PROJECT NO. 1921**

WHEREAS, on Mason County Function Class 08 & 09 road, at various locations, work defined as "construction" in the BARS Manual, Page II-63, et seq, is determined to be necessary and proper; and,

WHEREAS, this project is identified as # 3 on the officially adopted County Annual Road Program.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to:

Remove trees and stumps along the Harstine Island Road North, Harstine Island Road South, and Ballow Road. Any remaining funds will be applied to additional tree/stump removal, as needed, along the 8.5-mile long Harstine Island Road corridor by creation 11-13 foot clear zones as warranted. This activity may also entail clearing, grubbing, cutting, and regarding of slopes.

SAID WORK is to be performed by day labor / contract in accordance with the Washington State Standard Specifications for Road and Bridge Construction as adopted by Mason County.

BE IT FURTHER RESOLVED that the above-described County Road Project is necessary and proper, and the estimated costs of said project are herewith set out as follows:

Engineering	\$ <u>20,000.</u>
Right-of-Way	\$ <u>10,000.</u>
Road Construction	\$ <u>470,000.</u>

BE IT FURTHER RESOLVED, that the Chairperson is authorized to sign all pertinent documents related to this CRP, but not limited to signing of right of way plans, authorize right of way acquisition, sign plans for construction, set bid opening date and sign the contract.


The County Road Project herein described is **HEREBY DECLARED** to be a public necessity, and the County Road Engineer is **HEREBY ORDERED AND AUTHORIZED** to report and proceed thereon as by law, provided and in accordance with WAC 136-18.

ADOPTED this 17th day of MARCH, 2009.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON



Tim Sheldon, Chair



Lynda Ring Erickson, Commissioner



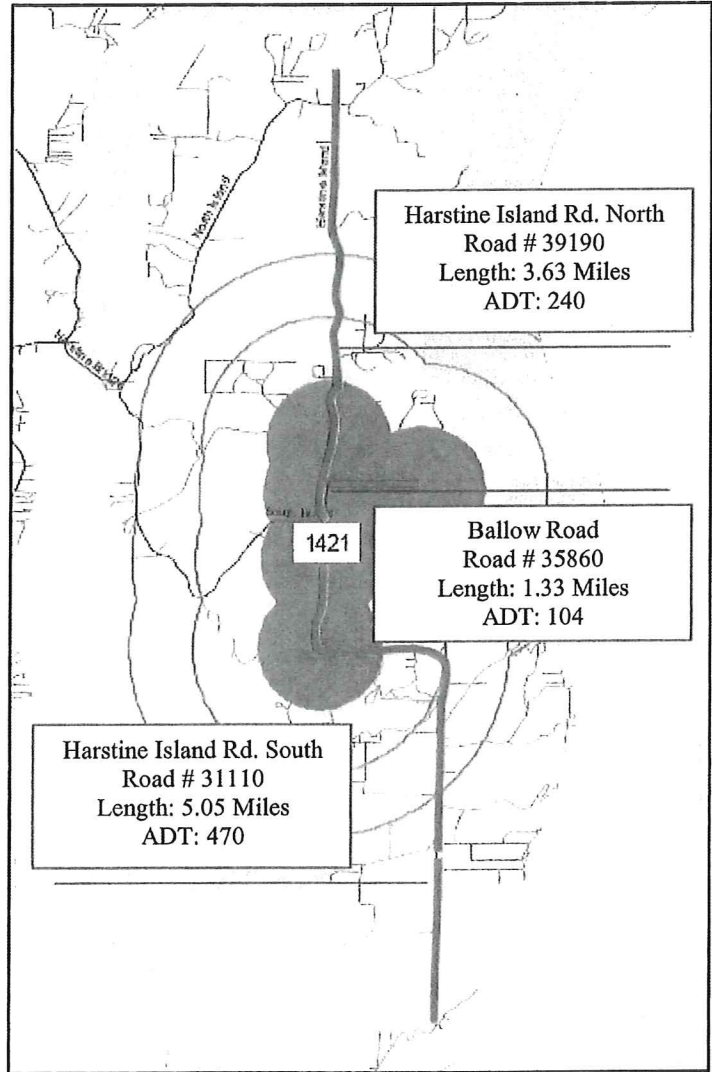
Ross Gallagher, Commissioner

ATTEST:


Shannon Goudy, Clerk of the Board

C: Co. Commissioners
Engineer
JOURNAL: Publ. 1t 3/26/09 date

HARSTINE ISLAND ROAD NORTH & HARSTINE ISLAND ROAD SOUTH CORRIDOR



RESOLUTION NO. 23-09
COUNTY ROAD CLOSURE
McEwan Prairie Road
(COUNTY ROAD NO. 51800)

NOTICE IS HEREBY GIVEN that pursuant to RCW 47.48.010, McEwan Prairie Road, located at approximate Milepost M.P. 0.830 (Coming from Mason Lake Road) on County Road No. 51800, shall be closed to all through traffic from 6:00 a.m. Saturday, April 4, 2009 to 5:00 p.m. Monday, April 6, 2009.

BE IT HEREBY RESOLVED that the Board of Mason County Commissioner has declared the above described road closure a public necessity to facilitate work associated with the railroad crossing.

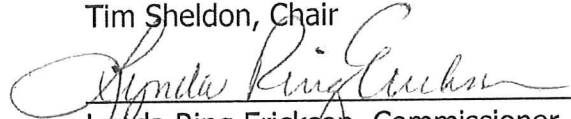
THEREFORE, the County Engineer is hereby ordered and authorized to proceed as prescribed by law.

ADOPTED this 17th day of MARCH, 2009.

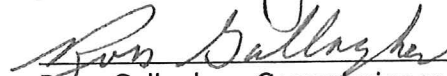
BOARD OF COUNTY COMMISSIONERS



Tim Sheldon, Chair

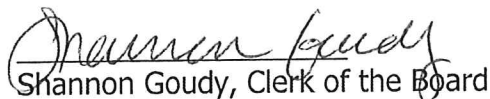


Lynda Ring Erickson, Commissioner



Ross Gallagher, Commissioner

ATTEST:


Shannon Goudy, Clerk of the Board

Cc: Commissioners
Engineer
JOURNAL: Publ. 1 t: 3/26/09 Bill Road Dept.)
POST: At least three (3) days prior to closure.

EXHIBIT D

ORDINANCE NO. 24-09
TO ESTABLISH A FEE FOR THE REQUIRED "DEVELOPMENT PERMIT"
UNDER THE MASON COUNTY FLOOD DAMAGE PREVENTION ORDINANCE

WHEREAS, RCW 36.32.120 states "[The board of county commissioners]... have the care of the county property and the management of the county funds and business"; and

WHEREAS, to maintain the financial stability of Mason County, it is prudent that the Planning Department collects adequate fees to cover their costs of services; and

WHEREAS, the Mason County Flood Damage Prevention Ordinance (FDPO) Section 4.1-1 requires a Development Permit for specifically defined activity when no other county permit is required; and

WHEREAS, the Planning Program Permit Fees schedule has been amended to show the cost of a FDPO development permit; and

WHEREAS, the Mason County Board of County Commissioners held a public hearing about the proposed amendment on March 3, 2009 to consider the testimony of the Mason County Department of Community Development and Mason County citizens; and

NOW THEREFORE, BE IT HEREBY ORDAINED, the Mason County Board of County Commissioners hereby approves and ADOPTS the amendment made to the Planning Program Permit Fees schedule shown as Attachment A to become effective March ~~3~~¹⁷, 2009.

DATED this 17th day of March, 2009

Board of Commissioners
Mason County, Washington

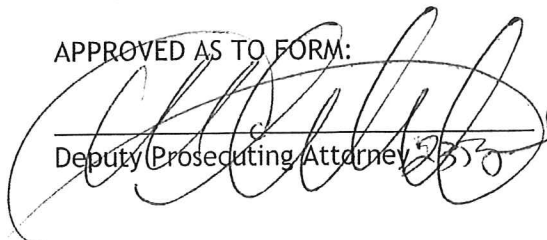
ATTEST:


Shannon Goudy, Clerk of the Board

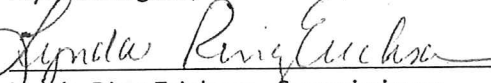
BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

~~absent~~ 
Tim Sheldon, Chair

APPROVED AS TO FORM:


Deputy Prosecuting Attorney


Ross Gallagher, Commissioner


Lynda Ring Erickson, Commissioner

Effective January 1, 2009

PLANNING PROGRAM PERMITS FEES

SHORELINE PERMITS:	
Substantial Development Permit:	
\$10,000 or Less	\$755
\$10,001 to \$50,000	\$1,010
\$50,001 to \$200,000	\$1,520
Over \$200,000	\$1,895
Conditional Use and/or Variance/SDP:	
\$10,000 or Less	\$880
\$10,001 to \$50,000	\$1,135
\$50,001 to \$200,000	\$1,895
Over \$200,000	\$2,525
Shoreline Exemption:	
Single Family*	\$255
Other	\$510
Shoreline Permit Revision	\$380
Shoreline Appeals of Admin. Decision	\$570
LAND SEGREGATIONS:	
Boundary Line Adjustments	\$285 + 37per line
Boundary Line Adjustments-GIS fee	\$40
Easement Removal	\$215
Declaration of Parcel Combination	\$130
Short Subdivisions	\$1,770 + 65 Per Lot
Short Subdivision-GIS fee	\$80
Large Lot Subdivisions (Administrative)	\$1,890 + 65 Per Lot
Large Lot Subdivisions (Hearing)	\$2,525 + 65 Per Lot
Large Lot Subdivision-GIS fee (Adm & Hearing)	\$80
Preliminary Plat - Subdivision	\$2,525 + 65 Per Lot
Final Plat - Subdivision	\$1,260 + 65 Per Lot
Final Plat-GIS fee	\$130
Short Subdivision Alteration	\$120
ENVIRONMENTAL REVIEW/SEPA:	
SEPA - Checklist	
Single Family*	\$385
Non-Single Family	
0 to 9.99 Acres	\$630
10 to 20 Acres	\$755
Over 20 Acres	\$945
SEPA - EIS (DS)	\$2,525 + 70 Per hr

MOBILE HOME PARK AND RV PARK	
Small Mobile Home Park	\$880 + 65 Per Space
Mobile Home Park	\$1,770 + 65 Per Space
Recreational Vehicle Park	\$1,770 + 65 Per Space
CRITICAL AREAS ORDINANCE :	
Critical Areas Ordinance - Variance	\$1,520
CAO - Reasonable Use	\$1,520
Mason Environmental Permit	\$630
Mason Environmental Permit when processed with another DCD permit	\$380
Mason Conditional Environmental Permit	\$1,520
Geotechnical Assessment/Report Review	\$255
Wetland Delineation Review	\$140
Habitat Management Plan Review	\$445
Restoration Plan Review	\$445
OTHER PERMITS OR ACTIONS:	
Comprehensive Plan Amendment or Rezone	\$1,910
Dev. Regs. - Special Use Permit	\$1,135
Dev. Regs. - Variance	\$1,135
Dev. Regs - Administrative Variance	\$115
Pre-Consultation	\$190 + 70/Hr
FDPO Development Permit	\$255
Appeals of Administrative Decisions	\$565
Hazardous Waste Siting Permit	\$2,525
Administrative determination letter	\$190
Technical Assistance Fee (per hour)	\$70
Site Inspection	\$255
Stormwater review	hourly rate
Stormwater Utility review	hourly rate
Legal costs	hourly rate
Water System Reviews	\$135
Forest Practice Reviews (with no SEPA)	\$375
Forest Practice Reviews (SEPA additional)	\$255
Pre-application	\$255
Residential Building Permit Review	\$205
Commercial Building Permit Review	\$330
Sign Permit Review	\$70
Building Permit Revision Review	\$65
Moratorium Waiver	\$1,260
Moratorium Removal	\$2,525

Hearing Examiner Fees:	
Examiner Hearings (permits and appeals)	\$2,005
Examiner Hearings (easement removals)	\$295
Examiner Hearings (Accessory Dwelling Unit)	\$670
Examiner Hearings (enforcement cases)	COST
Motion for Reconsideration	\$670
HOURLY RATES (planning)	\$70