

## BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

December 22, 2009

1. Call to Order – The Chairperson called the regular meeting to order at 6:02 p.m.
2. Pledge of Allegiance – Constance Ibsen 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 Johnnie Woody expressed concerns regarding a rezone request for a property on Eells Hill Road.
    - 4.1.2 Rose Swier is seeking appointment to the Mason County Stormwater Implementation Task Force.
    - 4.1.3 Robert Paysse asked that no road restrictions be put in place during the cold weather season.
    - 4.1.4 The Olympic Region Clean Air Agency is seeking an inventory of air pollution sources located at facilities overseen by the County.
    - 4.1.5 The Port of Grapeview submitted their final 2010 budget.
    - 4.1.6 The Port of Shelton submitted a list of questions regarding the fairgrounds facilities.
    - 4.1.7 The Corporation of Catholic Archbishop of Seattle is requesting the termination of the lease agreement for the former Church building located at 322 N. 3<sup>rd</sup> Street and would like a check for the balance of the purchase price.
  - 4.2 News Release – Christmas Tree Recycling. David Baker presented a new release announcing that Mason County Utilities and Waste Management will be offering free tree recycling through the end of January.
  - 4.3 News Release – Changes to Environmental Health permitting process. Vicki Kirkpatrick presented a news release announcing that in January 2010 all Environmental Health forms, payments and permit applications will be accepted at Mason County Public Health.

Cmmr. Sheldon asked Ms. Kirkpatrick to explain how this change is a result of changes to the budget.

Ms. Kirkpatrick explained that budget reductions in the Building and Health departments resulted in fewer resources. The Building department lost the ability to provide services to process Environmental Health permits. That permitting process is now returning to Environmental Health in the Health department. They have streamlined the Environmental Health permit form and separated it from the Building and Planning forms. They are working to make sure the transition is as smooth as it can be.
  - 4.4 Charlie Butros announced that Integrity Structural Engineering, PLLC of Seattle has been selected for on-call structural engineering services with a maximum amount payable of \$20,000 and PanGEO, Inc. of Seattle has been selected to provide on-call geo-technical services with a maximum amount payable of \$40,000.

Cmmr. Sheldon asked if Integrity Structural Engineering is the firm doing the work on the bridges in the Skokomish Valley.

Mr. Butros answered that yes, they originally made the assessment. Sergeant Engineers did the detailed follow up.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
**December 22, 2009 - PAGE 2**

Cmmr. Sheldon asked where in the process the bridges are now.

Mr. Butros replied that they are ready to go to one lane. They will go to one lane when service can be restored to the bridge on the Tahuya peninsula so that a signal can be moved down to the other bridge. It is about a week or two out.

5. Open Forum for Citizen Input –

- 5.1 Constance Ibsen stated she has a couple of questions regarding Environmental Health permitting. Will it be open during the lunch hour? Will she have to go from DCD to Health to Public Works? It seems more cumbersome for the general public. She hopes when there is more money it will go back to the way it was.

Cmmr. Sheldon recognized two students that were attending the meeting for class credit.

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 – November 30, December 7 and December 14, 2009 briefing minutes.

Cmmr. Ring Erickson noted corrections to the December 14<sup>th</sup> briefing minutes. The content is correct, but the times are not accurate.

**Cmmr. Gallagher/Ring Erickson moved and seconded to approve the November 30, December 7 and December 14, 2009 briefing minutes with the noted corrections. Motion carried unanimously. RE-aye; S-aye; G-aye.**

8. Approval of Consent Agenda:

- 8.1 Approval to schedule a public hearing on January 12, 2010 at 9:30 a.m. to consider revisions to Appendix C of the Mason County Comprehensive Plan Chapter VI (Capital Facilities).
- 8.2 Approval for the Chair to sign the easement agreement with Mason County PUD #3 to bring a new power line into Mason County Recreation Area. There is no cost for this agreement.
- 8.3 Approval to reappoint Linda Archambeau to the Parks and Trails Advisory Board for a four-year term expiring 12/31/13.
- 8.4 Approval for the Equipment Rental & Revolving Fund Manager to call for bids to furnish Mason County with towing service for 2010. Date and time of bid opening to be January 13, 2010 at 9:00 am.
- 8.5 Approval for the Chairperson to sign Interagency Agreement #2010-SP-086 with the Washington State Surplus for the disposal of surplus County vehicles and equipment.
- 8.6 Approval for the Equipment Rental and Revolving Manager to request proposals to purchase a Public Works Cost Accounting and Project Management System. Proposals required by January 20, 2010 at 9:00 am.
- 8.7 Approval to amend Resolution 230 adopting the Washington State's current "Washington State Commercial Vehicle Guide" and recognizing updates to the guide as the current Mason County policy. This guide provides information for special transportation problems involving overweight and over-dimension vehicles or objects. **Resolution 120-09 (Exhibit A)**
- 8.8 Approval for Public Works to advertise for letters of interest for 2010 for construction project inspector services, contract/fee appraisers, negotiators, title research services, geotechnical lab services, strategic planning services and software/programming services.
- 8.9 Approval of the County Road Projects (CRP) for specific county-wide maintenance activities for 2010 as follows: CRP 1937 – Sign Placement at the estimated cost of \$56,000; CRP 1938 – Culvert Installation at the estimated cost of \$356,000; CRP 1939 – Wetland Mitigation at the

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
**December 22, 2009 - PAGE 3**

estimated cost of \$5,000 and CRP 1940 – Guardrail Placement at the estimated cost of \$46,000. **Resolution 121-09 (Exhibit B)**

- 8.10 Approval of the contractual agreement with Herrera Environmental Consultants in the amount of \$49,994 to develop the WRIA 16 Hood Canal Surface Water Monitoring Strategy. The project is entirely funded through grant funds from Department of Ecology (Grant #G1000324).
- 8.11 Approval for the Chair to sign contract extension and amendment no. 11 to the existing Services Agreement between Sound Resolutions and Mason County to provide grant-funded services related to WRIA 16 meeting facilitation and management. This amendment increases the contract by \$8,500 and is entirely funded through grant funds from the Department of Ecology.
- 8.12 Approval of the final \$350,000 payment to the Corporation of the Catholic Archbishop of Seattle pursuant to the promissory note dated February 29, 2008 for the 3<sup>rd</sup> & Pine property.
- 8.13 Approval of the Veterans Assistance Fund applications for: Kimberly Mougous – Utilities \$250.00; Wayne W. Kallio, Jr. – Fuel \$600.00; Gil (Mariana) Ruiz – Utilities \$270.19 & Food \$129.35; Randy D. Wimbley – Housing \$600.00; Orville W. Roberts – Food \$200.00; Rhonda L. Brackett – Food \$100.00; and Mark C. Richardson – Food \$131.00; Richard L. Parrish – Utilities \$283.96 & Food \$200.00 for a total amount of \$2,764.50 as recommended by the Veterans Assistance Fund Screening Committee.
- 8.14 Approval of the contract with the Washington State Department of Ecology to provide funding for the Belfair Sewer Project. The agreement calls for a total of \$6,796,736 in total funding of which \$904,850 is grant funding and \$5,891,886 in loans of which \$4,316,829 is forgiven.

Constance Ibsen asked that item 8.6 be removed for further discussion.

Brenda Hirschi asked that items 8.1, 8.3 and item 8.14 be removed for further discussion.

Item 8.1

Brenda Hirschi asked if the hearing would just cover Appendix C.

Ms. Adkins stated that is correct.

Item 8.3

Ms. Hirschi asked if there is a conflict of interest indicated on this application.

Mr. Keates stated there is no conflict that he is aware of. The applicant has been with the program for three years and works for the Postal Service.

Ms. Hirschi commented that this is about process. This question isn't always being answered on the applications.

Item 8.6

Ms. Ibsen stated she has noted a separateness of Public Works over the years. She would like an explanation of whether this system will be compatible with the new accounting system for the rest of the County. She is also concerned that Public Works failed to list their positions and salaries in this year's budget.

Mr. Butros explained that they specifically took into consideration the fact that the AS 400 system needs to be replaced. They are looking for replacements for that main financial system, as well as the element that will support the Public Works needs. They need to be compatible so the information is visible. This would be compatible with accounting's future system.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
**December 22, 2009 - PAGE 4**

Ms. Ibsen asked if the citizens could expect that Public Works will provide staffing detail in the 2011 budget.

Mr. Butros explained that Public Works has always submitted that information to accounting.

Ms. Ibsen asked why it isn't printed.

Mr. Butros stated that is not his department's responsibility.

Ms. Hirschi commented that this is putting the cart before the horse. Public Works is a County department. The Auditor has the main system and the County departments feed into that system. Public Works is getting a system before a system has been chosen or funded for the entire County.

Mr. Butros explained that the systems Public Works uses and the reports they generate are rather unique and more detailed than the reports in the general system. They provide detail for staffing levels, materials and procurement. The records they keep are in a separate system. Much of it is on programs they have developed themselves. These modules and separate tracking systems are getting inefficient. It is critical to get this updated and get the systems efficient. The compatibility of this system with the main system is critical as well. One going before the other isn't of much consequence.

Cmmr. Sheldon added that Public Works makes unique reports to the State and does a lot of bidding. He asked if most counties' Public Works departments have the same financial reporting system.

Mr. Butros responded that 21 counties have the type of system that they would consider using. It is a system that is compatible with the systems that accounting is looking at for replacing the main system.

Cmmr. Sheldon asked how many responses are anticipated for this proposal.

Mr. Butros stated that he doesn't have a good answer for that. He doesn't know how many service providers there are. He is hoping there will be competition.

Ms. Hirschi noted that she doesn't argue that it would be good for Public Works to have a new system, but she is wondering why it is a priority to take care of Public Works before the County's main system. The main system has unique reports also. Why aren't these systems being implemented at the same time?

Cmmr. Sheldon replied that there are different funding sources. They are still waiting on the funding package to purchase a system for the Auditor's office.

Cmmr. Ring Erickson added they are also waiting for input from the other elected officials.

Ms. Hirschi strongly encouraged the Board to postpone this.

Item 8.14

Ms. Hirschi stated last week there were several items on the consent agenda for the Belfair Wastewater system. She asked that the public be provided a budget. It is a week later and there still is no budget. This is a least 1/3 of the County's total budget.

Mr. Dobby replied that the budget is prepared on top of his desk. Tom Moore can put it on the website in the morning.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
**December 22, 2009 - PAGE 5**

Ms. Hirschi requested that a workshop be held for this particular budget.

Cmmr. Sheldon noted that there was a meeting in Belfair about this last week. Tom Moore gave a lot of good practical information about the project.

Cmmr. Ring Erickson added that the Board has had meetings about this over the course of the project. She recommended that any meetings be held in Belfair because that is where the higher interest is.

Ms. Hirschi commented that she would like the budget to be the centerpiece of the meeting.

Cmmr. Sheldon stated that is a good suggestion. It is a 37 million dollar project.

Tom Moore noted there would also be additional grant contracts coming before the Board in the near future.

**Cmmr. Gallagher/Ring Erickson moved and seconded to approve Consent items 8.1 through 8.14. Motion carried unanimously. RE-aye; S-aye; G-aye.**

9. 6:30 p.m. Public Hearings and Items Set for a Certain Time. – There were no public hearings scheduled.

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

10.1 Charlie Butros, Public Works Director, reported on the load restrictions that were imposed last week on the roads. The restrictions were imposed because of the extreme cold and thawing. They did sustain some road damage on Shelton Valley Road and several others. There are still restrictions on four of the roads. They are not thawing completely and they are prone to damages. He thanked the businesses and citizens for their patience.

10.2 Sheriff Salisbury stated it has been a challenging year. He thanked the other elected officials, department heads and the citizens involved in the budget process. He also thanked the citizens that have been supportive of the Sheriff's office throughout the year. It has been a difficult year for law enforcement officers in this state. He wanted to set the record straight on a few things. This week in the *Mason County Journal* there was an article titled "Deputies Praised For Incident That Did Not Occur". He provided the documentation to show that deputies did respond to a scene and an arrest was made. He is not going to double check the information in every thank you note the Sheriff's office receives each week.

10.3 Bob Simmons reported that the WSU Extension Office has successfully relocated to Building 4. He thanked the IT and maintenance staff for their assistance.

10.4 Vicki Kirkpatrick thanked Mr. Simmons for allowing the Health Department to leave their refrigerator in his new building. It is used to store the H1N1 vaccine.

10.5 **Cmmr. Gallagher/Ring Erickson moved and seconded to hold a special meeting on Tuesday, December 29, 2009 at 9:00 a.m. regarding a contract settlement issue and other business that may come before the Commission. Motion carried unanimously. RE-aye; S-aye; G-aye.**

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
**December 22, 2009 - PAGE 6**

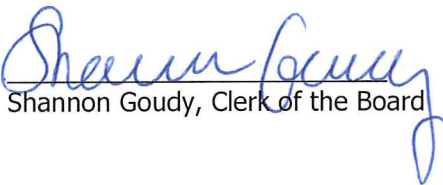
11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.
12. Adjournment – The meeting adjourned at 7:04 p.m.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

  
\_\_\_\_\_  
Tim Sheldon, Chair

ATTEST:

  
\_\_\_\_\_  
Lynda Ring Erickson, Commissioner

  
\_\_\_\_\_  
Shannon Goudy, Clerk of the Board

  
\_\_\_\_\_  
Ross Gallagher, Commissioner

RESOLUTION NUMBER 120- 09

AMENDING RESOLUTION NO. 230  
ADOPTING CURRENT WASHINGTON STATE COMMERCIAL VEHICLE GUIDE

**WHEREAS**, pursuant to RCW 36.32.120 and by Mason County Code Chapter 10.12 the Motor Vehicle Laws of State of Washington, being RCW Title 46, were adopted as the laws of Mason County, and

**WHEREAS**, it is considered essential in the administration of those regulations pertaining to overweight and over-dimension vehicular movements on the county roads to provide an information guide for those persons with special transportation problems involving overweight and over-dimension vehicles or objects;

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the most current Washington State Commercial Vehicle Guide prepared by multiple Washington State Agencies, be the adopted policy of Mason County;

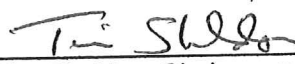
**NOW THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Commissioners of Mason County hereby authorizes and directs the Mason County Engineer to utilize these regulations and conditions as applicable under Mason County Codes Chapter 10, Vehicles and Traffic, under "Size, Weight, and Load"

**DATED** this 22<sup>nd</sup> day of December, 2009.

ATTEST:

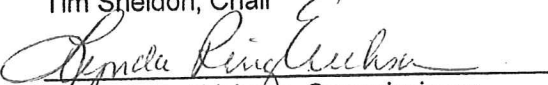
BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

  
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

**BEFORE THE BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY, WASHINGTON.**

In the matter of initiating county road projects and assigning CRP numbers. IT IS HEREBY RESOLVED THAT the roads listed below be improved as shown between the points indicated. These projects are hereby declared to be public necessity and the county road engineer is hereby ordered and authorized to report and proceed thereon as by law provided. (RCW 36.75.050, 36.80.080, 36.80.070) (Optional References). IT IS FURTHER RESOLVED that appropriations from the officially adopted road fund budget and based on the county engineers estimates are hereby made in the amount and for the purposes shown:

ITEM	(1) ROAD NAME AND/OR BRIDGE NUMBER	(2) ROAD LOG NUMBER	(3)		(4) TYPE OF WORK (see codes)	(5) C O N T.	(6) DAY L A B O R	(7) COST ESTIMATE (THOUSANDS)			(8) ANNUAL CONST. PROG. ITEM NO.	(9) CRP NO.
			MP	TO MP				ENGR.	FEDERAL	LOCAL		
1.	All County Roads (Sign Placement, as needed)	---	---	---	H		X	---	56	3		1937
2.	All County Roads (Culvert installations, as needed)	---	---	---	C		X	10	356	3,4		1938
3.	All County Roads (Wetland mitigation, as needed)	---	---	---	C		X	10	5	3,4		1939
4.	All County Roads (Guardrail placement, as needed)	--	---	---	H		X	10	46	3,4		1940

(5) The construction is to be accomplished by contract in accordance with RCW 36.77.020 et. seq.

(6) The construction is to be accomplished by county forces in accordance with RCW 36.77.060 and WAC 136.18.

- F. Curbs and Gutters
- G. Sidewalks
- H. Traffic Facilities
- I. Bridge Construction
- J. Paths & Trails (RCW 47.301)

- (4) TYPE OF WORK CODE
- A. Preliminary Engineering
- B. Right-of-Way
- C. Grading, Draining, Surfacing
- D. Light, Bituminous Surface Treatment
- E. A.C. or P.C.C. Pavement

BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY, WASHINGTON

*T. Sheldon*  
TIM SHELDON, Chair

*Lynnda Ring Erickson*  
LYNDA RING ERICKSON, Commissioner

*Ross Gallagher*  
ROSS GALLAGHER, Commissioner

ADOPTED this 22 day of DECEMBER 2009.

ATTEST:

*Shannon Goudy*  
SHANNON GOUDY, Clerk of the Board

c: Commissioners  
PW Accounting  
Engineer  
JOURNAL: Publ. It: 12/31/09(Bill Public Works)