

## **BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**

**OCTOBER 16, 2001**

Chairperson Herb Baze called the meeting to order at 9:00 a.m. Commissioners Wesley E Johnson and Bob Holter were in attendance.

APPROVAL OF MINUTES: Cmmr. Johnson/Holter moved and seconded to approve the minutes for October 8 & 9. Motion carried unanimously. B-aye; H-aye; J-aye.

### **CORRESPONDENCE**

#### **2000 AUDIT REPORT**

A copy of the 2000 audit report for Mason County was received from the Washington State Auditor's Office.

#### **2002 BUDGET & LEVIES**

Copies of 2002 budget and levies were received from: Fire Protection District #5 and #6.

#### **LETTER OF INTENT – VETERANS ASSISTANCE**

VFW Post 5372 submitted their Letter of Intent to perform service officer duties for the following year.

#### **SPECIAL USE PERMITS**

The Washington State Office of Community Development responded they have no major concerns regarding the minor amendments to the Special Use Permits.

#### **ANNUAL & SIX YEAR ROAD PROGRAM**

Drew Noble wrote of his support for the Annual Road Plan and the Six-Year Transportation Improvement Program.

### **BUSINESS**

#### **BIO TERRORISM DRAFT POLICY**

Steve Kutz, Public Health Services Administrator, gave a presentation on a working draft policy for handling incoming mail.

He urged that when the public addresses mail to the County offices, to clearly identify themselves on a return address. If there is suspicious or unfamiliar mail in the time of heightened concern there is a tendency to not want to look at the correspondence. He suggested to look for incoming mail with no return address; handwritten or misspelled address; powdery substance.

#### **HEARING–DEVELOPMENT REGULATIONS SPECIAL USE PERMITS AMENDMENTS**

The Board held a public hearing to consider amendments to Ordinance No. 82-96, Development Regulations Special Use Permits.

The staff report was presented by Allan Borden, Planner. He explained that the Development Regulations (Ordinance No. 82-96) provide a framework to guide development in Mason County. One of the administrative procedures in the ordinance, under Chapter 1.05.040 addresses Special Use Permits, where a land use proposed does possess unique characteristics due to size, nature, intensity of use, demands upon public services, relationship to surrounding lands, technological processes involved, or other factors.

The Department of Community Development submitted a draft amendment to Chapter 1.05.040 of Ordinance No. 82-96 which includes the process of reviewing a proposed revision to an approved Special Use Permit.

The Department of Community Development recommended that the Board adopt the proposed amendment that includes the process of reviewing a proposed revision to an approved Special Use Permit.

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thorough would have to be so encompassing so as to nullify the very reason the procedure is being established namely, streamline and simplify the approved process for inconsequential changes.

Lastly, the procedure established administrative review and recommendation to the Commission for the vote and approval. He did not believe it constitutes unlimited administrative discretion. As the intent to the minor amendment is specified in the criteria set forth in the proposed amendment.

**Cmmr. Holter/Johnson moved and seconded to adopt the proposed amendment as presented by staff for Chapter 1.05 of Ordinance No. 82-96 Mason County Development Regulations and sign the Findings of Fact. Motion carried unanimously. B-aye; H-aye; J-aye. Resolution No. 112-01 (Exhibit A)**

**HEARING – SUPPLEMENTAL APPROPRIATION – CURRENT EXPENSE FUND**

A hearing was held to consider a supplemental appropriation in the amount of \$4,860 for the Current Expense Fund.

Dave Salzer, Fire Marshal, presented the report prepared by the Budget & Finance Director who was absent due to jury duty. The budget appropriation is for \$1,000 to hire a fire warden for site inspections for the burn permit program and increase the Civil Service budget for the unexpected costs of a court reporter and advertising.

**Cmmr. Johnson/Holter moved and seconded to approve the supplemental appropriation to the 2001 budget for the Current Expense Fund in the amount of \$4,860. Motion carried unanimously. B-aye; H-aye; J-aye. Order signed (Exhibit B)**

**APPLICANT AGENT - HAZARD MITIGATION GRANT APPLICATION**

The Board was presented a draft resolution designating Bob Fink as applicant agent for the Hazard Mitigation Grant Application Program and Ron Henrickson as Alternate Agent. The grant application is due the end of the month.

**Cmmr. Johnson/Holter moved and seconded to adopt Resolution No. 113-01 naming the Planning Manager or alternate Department of Community Development authorizing to execute an application for the Hazard Mitigation Grant Funds. Motion carried unanimously. B-aye; H-aye; J-aye. Resolution No. 113-01 (Exhibit C)**

**CIVIL SERVICE COMMISSION - APPLICANT**

Edward A. Ingram

**Cmmr. Holter/Johnson moved and seconded to appoint Edward A. Ingram to the Civil Service Commission to fill the vacancy. Motion carried unanimously. B-aye; H-aye; J-aye.**

**LIQUOR LICENSE APPLICATION**

- 1) Assumption – From: Henry & Karen O'Sullivan dba Hanks Country Inn; Applicants: Henry & Karen O'Sullivan dba Hanks Casino, Inc.; Privileges Applied For: Spirits/Beer/Wine Restaurant Lounge
- 2) Corrected New Application – Tradename: Lake Limerick Pro Shop & Café; Location Address: 811 E St. Andrews Drive, Shelton; Mail Address: 790 E. St Andrews Dr.; Privileges Applied For: Beer/Wine Restaurant – Beer/Wine
- 3) Assumption: From: WSCO Petroleum Corp. dba Toad's Express Mart & Deli; Applicants: John & In Lee, I J Corporation; Tradename: Ben's Deli Mart

**Cmmr. Johnson/Holter moved and seconded there are no objections to the assumption of the liquor license application for Henry & Karen O'Sullivan dba Hanks Casino, Inc. Privileges Applied For: Spirits/Beer/Wine Restaurant Lounge. Motion carried unanimously. B-aye; H-aye; J-aye.**

**Cmmr. Holter/Johnson moved and seconded there are no objections to the assumption: From: WSCO Petroleum Corp. dba Toad's Express Mart & Deli; Applicants: John & In Lee, I J Corporation; Tradename: Ben's Deli Mart. Motion carried unanimously. B-aye; H-aye; J-aye.**

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**VETERANS ASSISTANCE APPLICATIONS**

- 1) Chip T. Proctor – VFW 1694 – Utilities \$318.17
- 2) Leonard E. Wilford – VFW 1694 – Food \$200.00
- 3) Ned Forrest – VFW 1694 – Utilities \$67.96

The Veterans Assistance Screening Committee is recommending approval on the above listed applications totaling \$586.13.

**Cmmr. Holter/Johnson moved and seconded to approve the veterans applications for Chip T. Proctor – VFW 1694 – Utilities \$318.17; Leonard E. Wilford – VFW 1694 – Food \$200.00; and Ned Forrest – VFW 1694 – Utilities \$67.96. Motion carried unanimously. B-aye; H-aye; J-aye.**

**HEARING CONT. – AMENDMENTS HEARING EXAMINER ORDINANCE**

Bob Fink, Planning Manager, explained the Board held a public hearing to consider amendments to the Hearing Examiner Ordinance, No. 129-00. The hearing was continued to clarify issues regarding the Hearing Examiner. He recommended the Board continue this until October 23, 2001. There are a number of clarifications and corrections identified by the Land Use Attorney and they are still sorting through those. They also have interviews set up for Hearing Examiner candidates on October 16 & 22. The interim stay on the hearings examiner ordinance which is currently in effect will last until November 1, 2001. There is time available to finish the process of getting it in place.

**Cmmr. Holter/Johnson moved and seconded to continue the hearing to October 23, 2001 at 7:00 p.m. Motion carried unanimously. B-aye; H-aye; J-aye.**

**RECESS**

The Board recessed at 9:45 a.m. until the next scheduled agenda item.

**HEARING – ANNUAL ROAD CONSTRUCTION PROGRAM**

The Board held a public hearing to consider adopting Mason County Annual Road Construction Program for calendar year 2002.

Jerry Hauth, Public Works Director, presented the plan, which included 16 items. It is consistent and equitable in its application and flexible to changes in the environment to serve the present and future transportation needs of the County.

John Komen, Transportation Improvement Program/Citizen Advisory Plan (TIPCAP) Member, he again noted that the removal of the 101 Connector Study has saved Mason County a lot of money.

He requested the County list under Item No. 5 the replacement of the Schumocher Creek Bridge for a project to be started in 2002. He asked that Item No. 6 GIS Planning & Development should be removed from the road plan as the 101 Connector Study is no longer on the list. He asked that a cost analysis of the Belfair Bypass, Phase I (Item No. 7) be given and that Item No. 10 County Road Crew Facilities be removed from the list. He concluded by suggesting the Board continue the hearing to another day.

Constance Ibsen, TIPCAP Member, she expressed concern that the Belfair Bypass project will not be ready to start construction in 2002.

Alan Tahja, citizen, asked that the SR 101 intersection with Terrace Road, County Road No. 4710, just north of Rest-A-While be considered. He felt the intersection could be safer.

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Harry Martin, North Mason Chamber of Commerce, noted that the meetings over the last several years asking for citizen input have been valuable. It was noted that there are four members from each of the Commissioners' districts.

The Board expressed that there are ongoing discussions with the Washington State Department of Transportation regarding the SR 101/Lynch Road intersection. Expressed appreciation for the diversity of the committee members.

It was noted that the County Road Administration Board responded to Public Works' letter asking about appropriate use of county road funds for the purpose of constructing and maintaining buildings for use as county road shops. RCW 36.82.070 provides the definition of such purposes for which county road funds may be expended. Any money paid to any road fund may be used for the construction, alteration, repair, improvement or maintenance of county roads and bridges and for the acquiring and operating of machinery.

Counties have constructed road shops over many years, with road funds, that have met the audit test performed by the Washington State Auditor.

Mr. Komen commented it states the funds "may" be used and that it is not a requirement for construction of facilities.

Bob Allen interjected the RCW's distinguish capital improvements and infrastructure as one and the same.

**Cmmr. Holter/Johnson moved and seconded the Board execute the attached Resolution approving the Mason County Annual Construction Program for year 2002. Motion carried unanimously. B-aye; H-aye; J-aye. Resolution No. 114-01 (Exhibit D)**

**HEARING – SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM**

The Board held a hearing to consider adopting Mason County's Six-Year Transportation Improvement Program for years 2002 to 2007.

Jerry Hauth, Public Works Director, briefly reviewed the six-year transportation improvement program, which includes 33 projects.

John Komen, TIPCAP Member, urged the Board to scrutinize plans for the Belfair project. He asked that the Board take the county road crew facilities off the plan. He concluded by asking the board to continue the hearing to give the road plans more deliberate study.

Harry Martin, TIPCAP Member, stated the TIPCAP is a mixed group representing the Commissioners' districts. It is merely an advisory to the county engineer to get projects in a priority that would help out people in the County.

Constance Ibsen, TIPCAP Member, suggested if there are any openings on the TIPCAP she would encourage another woman on the committee. She asked that #6 GIS Planning & Development have Public Works to continue the main funding source, but the project be ongoing and the whole county have the same baseline information. She asked that the Lynch Road/101 \$75,000 improvements should be partnered with the state. Item #19 Razor Road does need work. This road project is a space saver and is an exact match and alignment to the south termini of where the Belfair Bypass will end.

**Cmmr. Johnson/Holter moved and seconded the Board adopt Resolution 115-01 - Six Year Transportation Improvement Program for 2002 - 2007. Resolution No. 115-01. (Exhibit E)**

**HEARING SET - SPEED LIMIT**

Public Works Director Jerry Hauth stated residents have approached the County on the Newkirk Road, which is one-half mile north of the Belfair Fire Station on the Old Belfair Highway to lower the speed limit from 35 mph to 25 mph.

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**APPROVAL OF WARRANTS**

<b>FUND NAME</b>	<b>WARRANT NUMBER</b>	<b>AMOUNT</b>
Claims Clearing	30121-30439	\$722,743.38

**ADJOURNED**

The meeting adjourned due to no further business.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

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Herb Baze, Chairperson

ATTEST:

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Wesley E. Johnson, Commissioner

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Rebecca S. Rogers, Clerk of the Board

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Bob Holter, Commissioner