

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

APRIL 8, 2003

1. Call to Order - The meeting was called to order at 9:01 a.m.
2. Pledge of Allegiance - Chairperson Herb Baze led the flag salute.
3. Roll Call - Present: Cmmr. Dist. 1 Herb Baze; Cmmr. Dist. 2 Wesley E. Johnson; Absent: Cmmr. Dist. 3 Jayni Kamin.
4. Approval of Minutes – **Cmmr. Johnson/Baze moved and seconded to approve the briefing minutes of March 17, 2003 and March 31, 2003 and regular meeting minutes of April 1, 2003. Motion carried unanimously. B-aye; J-aye; K-absent.**
5. Board's Calendar for week of April 8 through April 15
6. Correspondence and Organizational Business
 - 6.1 Correspondence -
 - 6.1.1 Board of Equalization Applicant - Judson Reynolds
 - 6.1.2 Timberland Regional Library (TRL) requests concurrence of appointment of Dick Nichols on the TRL Board of Trustees representing Thurston County.
 - 6.1.3 Washington State Department of Natural Resources - Offered to give an update on current activities at the Shumocher Creek Natural Area Preserve project.
 - 6.1.4 Pacific Mountain Work Force - A copy of the Pacific Mountain Workforce Development Council's Draft Strategic Plan for 2003-2005 is available for public review until April 30, 2003 at 5:00 p.m.
 - 6.1.5 Water Conservancy Board Applicant - Reese Hastings
 - 6.2 Proclamation – Youth Recognition Day. Ben Johnson
Cmmr. Johnson/Baze moved and seconded to proclaim April 20 - 26, 2003 as Mason County Youth Volunteer Recognition Week. Motion carried unanimously. B-aye; J-aye; K-absent.
 - 6.3 Proclamation – Support Our Troops Week in Mason County.
Cmmr. Johnson/Baze moved and seconded to adopt the proclamation proclaiming the week of April 13 - 19 as "Support Our Troops Week in Mason County." Motion carried unanimously. B-aye; J-aye; K-absent.
 - 6.4 Press Release – Jerry Hauth, Public Works Director, read aloud the press release for the extension of the deadline for accepting TIP-CAP applications to April 18, 2003.
7. Open Forum for Citizen Input - None
8. Adoption of Agenda - **Cmmr. Johnson/Baze moved and seconded to adopt the agenda with the deletion of item 9.10. Motion carried unanimously. B-aye; J-aye; K-absent.**
9. Approval of Consent Agenda: The Board read aloud the following consent agenda items, with the exception of item 9.10 which was removed from the agenda.
 - 9.1 Approval of Claims Clearing Fund & Salary Clearing Fund Warrant Nos.

Claims Clearing Fund	53238-53402	\$445,279.42
Salary Clearing Fund	129119-129637	\$1,189,305.59
 - 9.2 Approval of Veterans Assistance Fund application for Allan R. Brownawell for utilities \$400.00.
 - 9.3 Approval of a revision to CRP 1712, North Bay Road for culvert replacements. The existing CRP 1712 covers the Preliminary Engineering work. At this time, it is necessary to revise this CRP to reflect the construction costs for the completion of this work. **Resolution No. 39-03 (Exhibit A)**

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- 9.4 Set bid opening date/time for CRP 1712, culvert replacement on North Bay Road. Proposed date is May 2, 2003 at 9:00 a.m.
- 9.5 Approval of a small work project for CRP 1788, Skokomish Valley Road (MP 4.3 – 4.4). This CRP is for bank stabilization along the Skokomish River to protect Skokomish Valley Road. Large woody debris and rip rap will be placed for bank stabilization, and bank vegetation will be enhanced with native plants. The project is estimated at approximately \$60,000.00, and the work will be completed this summer.
- 9.6 Approval of CRP 1791, Plug Mill Road. This project is for the realignment of approximately 800 feet of the Plug Mill Road to move the road away from a slide area that is developing due to erosion by Dry Creek (Mileposts 0.75 to 0.85). The projected costs for this project are: Engineering, \$5,000.00; Right of Way, \$10,000; Construction, \$15,000. **Resolution No. 40-03 (Exhibit B)**
- 9.7 Approval of CRP 1792, St. Andrews Drive (Cranberry Creek Culvert). There are three deteriorating corrugated metal culverts at the Cranberry Creek crossing of St. Andrews Drive that will be replaced with a single corrugated box culvert (Mileposts 1.41 to 1.47). The projected costs are: Engineering, \$12,000; Road Construction, \$120,000. **Resolution No. 41-03 (Exhibit C)**
- 9.8 Approval for the Chairperson to execute Mason County annual certification from the County Road Administration Board for calendar year 2002.
- 9.9 Approval of CRP 1718, Shelton Matlock Brady Road (Evers Bridge deck repair). This moves \$365,000 of federal funds from preliminary engineering to construction and indicates \$60,000.00 of additional project funds from Mason County. This allows these funds to be used for construction.
- ~~9.10 Appoint Jon Swanson to fill a vacant position on the Planning Advisory Commission.~~
- 9.11 Set a public hearing on Tuesday, April 22, 2002 at 6:30 p.m. to review the proposed off-street parking standards in Rural Residential zones and In-holding Lands in Mason County, as recommended by the Planning Advisory Commission. The standards provide limits on the number of vehicles on parcels, provision for vehicles keep in buildings, and the definition of terms.
- 9.12 Approval of agreement with First American Title Insurance Company of Tacoma for computer access to the Mason County IBM AS400. Under this agreement, First American will pay \$665 per year plus phone line costs for the access.
- 9.13 Approval of contract with David Sack Construction for repair work to the Hartstene Pointe Reservoir. Bid was awarded on March 18, 2003.

Cmmr. Johnson/Baze moved and seconded to approve consent agenda items 9.1 - 9.9 and 9.11 - 9.13. Motion carried unanimously. B-aye; J-aye; K-absent.

10. 9:30 a.m. Public Hearings and Items Set for a Certain Time

- 10.1 Public Hearing to consider the removal of a utility easement at Lakeland Village between Lots 50 and 51 of Division #5 for the purpose of combining the lots as requested by Orville and Dorothy Ward. - Staff: Michael MacSems, explained that when the road system is not dedicated to public use there is some sort of relinquishment of public property. The Hearings Examiner has interpreted that his authority does not include the authorization for utility and drainage easements. It was recommended that the board approve the removal of the utility easement for the Wards to enable the applicants to combine their lots for building purposes through a declaration of parcel combination.

Cmmr. Johnson/Baze moved and seconded the Mason County Board of Commissioners approve the removal of utility and drainage easements between Lots 50 & 51 in Division 5 of Lakeland Village, with the understanding that the removal becomes effective upon the recording of a resolution but the Board of County Commissioners with the Mason County Auditor, as requested by owners Orville and Dorothy Ward. The property is located at 570 E. Lakeshore Drive, Allyn, in Section 20, Township 22N, Range 1W., W.M. Motion carried unanimously. B-aye; J-aye; K-absent. Resolution No. 42-03 (Exhibit D)

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- 10.2 Public Hearing to consider revising the franchise for Twanoh Falls Beach Club - Jerry Hauth, Public Works Director, explained that in 2000 Gary R. Roberts applied for and received a franchise to operate the water system within Twanoh Falls Beach Club. Mr. Roberts was an active member of the community and volunteered to take responsibility for the maintenance and operation of the water system for a couple of years and is now ready to let someone else do it. Mr. Hauth requested the Board revise the existing utility franchise, by striking Gary R. Roberts as the grantee and establish it as the Twanoh Falls Beach Club. It appears there will be a number of individuals over the life of the franchise that will take responsibility of the water system.

Cmmr. Johnson/Baze moved and seconded the Board revise the utility franchise previously issued to Gary R. Roberts (Twanoh Falls Beach Club), showing the Twanoh Falls Beach Club as the grantee. Motion carried unanimously. B-aye; J-aye; K-absent.

- 10.3 Public Hearing to consider increasing the number of members on the Water Conservancy Board from three members to five members. Bob Fink, Planning Manager, noted that the Water Conservancy Board was created and certified in 2002 per WAC 173-153 and RCW 90.80. The current Water Conservancy Board, which was appointed by the Board of Mason County Commissioners, has requested the board membership be increased from three members to five members to better function. There are two candidates for the positions: George Campbell, currently serves as alternate member; and Reese Hastings. It was noted that two out of three members is a quorum and no two members can talk to each other regarding the business of the Board without being a public meeting.

Don Melnick, Mason County Water Conservancy Board Chair, thanked the County for its help in getting the Conservancy Board established and operating. The reason they requested an increase in the membership on the Board was to allow more flexibility. The Board has need to perform site inspections and they would hate to have a public meeting notice to go and look at a site. He encouraged the Board to increase the size of the board and appoint the two applicants: George Campbell and Reese Hastings, as soon as possible, because the State Department of Ecology offers training at the end of April.

Cmmr. Johnson/Baze moved and seconded the Board adopt Ordinance No. 43-03, which amends Ordinance No. 67-02, by amending Attached A, Bylaws of the Mason County Water Conservancy Board, Article 1 and 3 as follows:

ARTICLE 1, MEMBERSHIP

The membership of the Mason County Water Conservancy Board (the Board) shall consist of a five-member board, appointed by the County Commissioners, according to the provisions of Chapter 90.80 RCW.

ARTICLE 3, QUORUM

A majority of three members shall constitute a quorum for the transaction of any business that may come before any monthly or special meeting of the Board. Motion carried unanimously. B-aye; Ordinance No. 43-03 (Exhibit E)

11. Other Business (Department Heads and Elected Officials)

- 11.1 Bid award for CRP 1444 Haven Way - Jerry Hauth, Public Works Director, presented the recommendation of RV Associates of Port Orchard at \$614,445.70.

Cmmr. Johnson/Baze moved and seconded to award the contract for CRP 1444, Haven Way, to RV Associates, at their bid amount of \$614,445.70, and authorize the chairperson to execute all pertinent documentation. Motion carried unanimously. B-aye; J-aye; K-absent.

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11.2 Bid award for 2003 Radio Services - Dave Loser , Equipment Rental & Revolving Fund Manager, explained three bids were received and one was a no bid. Day Wireless Systems of Olympia, WA was low bidder.

Cmmr. Johnson/Baze moved and seconded to award Day Wireless Systems of Olympia, WA the bid to furnish Mason County with radio maintenance services from April 8, 2003 to March 31, 2004, extendable for up to two additional years as requested. Motion carried unanimously. B -aye; J-aye; K-absent.

11.3 Bid award for a used single drum vibratory construction roller -Dave Loser, Equipment Rental & Revolving Fund Manager, recommended the board award the bid for a used single drum vibratory construction roller to Clyde/West Inc. of Seattle, Washington. This is a used 2000 Bomag BW 213DH-3 single drum vibratory construction roller.

Cmmr. Johnson/Baze moved and seconded the Board of County Commissioners award Clyde/West Inc. of Seattle, WA the bid to furnish Mason County with one used year 2000, Bomag BW213DH-3 Single Drum Vibratory Construction Roller for Public Works. Total cost: \$68,747.03. Motion carried unanimously. B-aye J-aye; K-absent.

12. Administration

12.1 Approval of a contract for personal services with Christie O'Laughlin & Associates to examine the efficiency of establishing a centralized bookkeeping system for those departments under the Commissioners. Ron Henrickson, Community Development Director, recommended the Board approve a contract with Christie O'Laughlin & Associates. The County continues to face financial challenges in 2004 and beyond. They are looking at ways to operate more efficiently by a centralized bookkeeping system. This would include four department under the Commissioners and would not deal with the other departments under other elected officials.

Cmmr. Johnson/Baze moved and seconded to approve and authorize the chairperson to sign the contract for personal services with Christie O'Laughlin & Associates in an amount not to exceed \$7,500. Motion carried unanimously. B-aye; J-aye; K-absent.

13. Adjournment - The meeting adjourned at 9:51 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

Herb Baze, Chairperson

ATTEST:

Wesley E. Johnson, Commissioner

Absent 4/8/03

Rebecca S. Rogers, Clerk of the Board

Jayni L. Kamin, Commissioner