

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

APRIL 6, 2004

1. Call to Order - The meeting was called to order at 9:00 a.m. by Chairperson Wesley E. Johnson.
2. Pledge of Allegiance - Chairperson Johnson led the flag salute.
3. Roll Call - Present: Cmmr. Dist. 1, Herb Baze; Cmmr. Dist. 2, Wesley E. Johnson; Cmmr. Dist. 3, Jayni L. Kamin.
4. Approval of Minutes – **Cmmr. Kamin/Baze moved and seconded to approve the regular meeting minutes of March 23, 2004. Motion carried unanimously. B-aye; J-aye; K-aye.**
5. Board's Calendar for week of April 6 – April 13, 2004.
6. Correspondence and Organizational Business
 - 6.1 Correspondence
 - 6.1.1 The United States Dept. of the Interior Bureau of Indian Affairs gave notice of application of Squaxin Island Tribe, Squaxin Island Indian Reservation in Trust of 70.12 acre tract in Shelton, known as "Lewis #24 and Pitt #38 Properties).
 - 6.1.2 TIP-CAP application received from Robert Allen.
 - 6.1.3 Thank you letter from Peggy Meyer for selecting her to serve on the Timberland Regional Library Board of Trustees.
 - 6.1.4 Letter from the Treasurer Island Country Club Board of Trustees asking if Mason County will consider taking over ownership of the bridge that provides access to Treasure Island.
 - 6.1.5 Tom Wampold has requested that metal rods be removed from tidelands located near his residence.
 - 6.1.6 Letter from Congressman Norm Dicks regarding a property issue on property owned by Susan Remmele.
 - 6.1.7 Jeff Heinis applied to the On-Site Septic Committee and the Solid Waste Advisory Committee.
 - 6.1.8 Application from Claudia L. Housley to serve as alternate on the Board of Equalization.
 - 6.1.9 Petition with 11 signatures was received to form a Diking District in the Skokomish Watershed per the RCW's. Copy referred to Public Works.
 - 6.2. Announcement that the Facilities & Grounds Department has awarded the post for quotes award for Building 3 Counter to Petersen Cabinets, Inc. in the amount of \$15,556.87. Authorization was received March 16, 2004.
 - 6.3 Announcement that the Facilities & Grounds/Parks Department has awarded the post for quotes award to Honey Bucket (Northwest Cascade, Inc.) for portable toilets at Latimer's Landing, MCRA Park, Sandhill Park, Union Boat Ramp, Shorecrest Park and Truman Glick Memorial Park. The fees are as follows per unit, per month: ADA (wheelchair accessible) unit, \$98.63; Wheelchair Unit (not ADA compliant) \$81.38 and Standard Unit, \$58.84. Staff: Mike Rutter
 - 6.4 Press Release – Spring Clean Up. Tom Moore, Interim Utilities Waste Management Director, announced the Mason County Spring Clean Up for April 12 through 23 with the Free Dump Day being April 24, 2004.
7. Open Forum for Citizen Input - None
8. Adoption of Agenda – **Cmmr. Baze/Kamin moved and seconded to approve the agenda as presented. Motion carried unanimously. B-aye; J-aye; K-aye.**

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
APRIL 6, 2004 - PAGE 2

9. Approval of Consent Agenda:

- 9.1 Approval of Veterans Assistance Fund applications for Mary (Lars E.) Christensen for \$206.22 utilities.
- 9.2 Approval to amend Resolution No. 62-03, Accrued Leave Fund #131, to include authorization for the Fund to pay for expenses in conjunction with properties which are contemplated to be sold, where the residual proceeds of the sale are to be deposited in Fund 131. **Resolution No. 20-04 (Exhibit A)**
- 9.3 Approval of resolution setting a hearing on May 4, 2004 at 9:30 a.m. for Road Vacation #327, portions of roads in the Plat of Allyn. The petition was submitted by Ronald Griffey. **Resolution No. 21-04 (Exhibit B)**
- 9.4 Affirmation of the following budget memos previously approved by the Board: January 27, 2004, approving bottom line budgetary authority for the Assessor; February 2, 2004, approving bottom line budgetary authority for the Fairgrounds/Convention Center Fund; February 17, 2004, approving bottom line budgetary authority for the Auditor; February 17, 2004, approving a budget transfer for the Road Fund; February 18, 2004, approving a budget transfer for the Planning Department; and February 19, 2004 approving a budget transfer for the Hotel/Motel program in the Fairgrounds/Convention Center Fund.
- 9.5 Approval of a resolution appointing the Director of Budget and Finance as Insurance Representative for Mason County. **Resolution No. 22-04 (Exhibit C)**
- 9.6 Approval for the Mason County Department of Health Services to post for quotes for cleanup of solid waste from the property at 161 E Midway Lane, Shelton, WA. Parcel #32021-53-02036. This property has been acquired through the Hearings Examiner process as a result of a solid waste enforcement case. The cost will be paid from the Abatement Fund.
- 9.7 Approve for the Mason County Department of Health Services to post for quotes for a multi-parameter water quality testing equipment. The cost is not to exceed \$10,000 as outlined in the WRIA 14 grant.
- 9.8 Approval to appoint Bob Allen as co-Chairperson on the TIP-CAP for 2004.
- 9.9 Approval for the Chairperson to execute Amendment #3 to the agreement with Universal Field Services, Inc. extending the agreement through April 30, 2004 with no change to the contract amount. This is for CRP 1598 and 1789, Old Olympic Highway right of way acquisition and relocation services.
- 9.10 Approval of CRP 1824, Evans Street; CRP 1825, North Bay Road; and CRP 1826, Shore Hill Estate Road for A/C paving on all or portions thereof. **Resolution No. 23-04 (Exhibit D)**
- 9.11 Approval of Change Order No. 11 to the contract with Foster & Williams Associates and Christensen, Inc. for the Building 8 remodeling project. This is for additional alley work requested by the County and is for \$2,147.
- 9.12 Approval for the ER&R Manager to purchase seven Motorola Astro Spectra Digital mobile radio units for police vehicles on a sole source basis from the Western States Contracting Alliance Public Safety communication Equipment contract. Approximate cost is \$23,900 plus tax.
- 9.13 Approval of the Intergovernmental Request & Agreement for reimbursable work by Mason Conservation District to provide environmental services to Mason County Public Works Department, as needed, for 2004.
- 9.14 Approval of the Memorandum of Understanding between the Local Health Jurisdictions (LHJ) (Lewis, Thurston, Grays Harbor, Pacific, Mason) and Tribal Governments (Chehalis, Nisqually, Quinault, Sholwater Bay, Skokomish, and Squaxin). This signifies the belief and commitment of the LHJ's and the Tribes that in the event of a region-wide disaster, the needs of the community would be best met by cooperation and coordination.
- 9.15 Approval of the contract with James Salisbury for a post for quotes award for self-contained food service vehicle at MCRA Park. This is a two-year contract for 2004-2005. The post for quotes was authorized 2/10/04 and the amount bid is 17% of gross sales.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
APRIL 6, 2004 - PAGE 3**

Al Brotche, Auditor, spoke to agenda item 9.4. He read a memorandum by the Board dated February 17, 2004 approving the bottom line budgetary authority for the Auditor's office which means 2004 budgetary salary and benefit expenditure line items may be used to meet obligations of other portions of the budget; and other portions of the budget may be used to meet obligations of budgetary salary and benefit expenditure line items. He asked the Board to reconsider this action.

He stated that in the accounting division he has one person scheduled for two different surgeries this year; in Licensing division he has three individuals scheduled for jury duty for two weeks at a time; in Recording Division he lost one staff person to the Secretary of State's office. He would like the ability to manage his office by being able to hire extra help during the interim of when employees are out of the office or when they have left positions. When a position is vacant it can take up to eight weeks to fill the position. He asked for the Board's reconsideration for the authority to manage the office, not to exceed the bottom line authority.

Chairperson Johnson indicated they would take a look and reconsider the request.

Cmmr. Baze noted that what they are requesting is when they would like to change salaries or add a position that this be brought before the Board for authorization.

Mr. Brotche stated he does not have extra help line items within the budget.

Cmmr. Baze/Kamin moved and seconded to adopt the consent agenda as presented. Motion carried unanimously. B-aye; J-aye; K-aye.

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

- 10.1 Public hearing to consider a supplemental appropriation for Beard's Cove Water Fund in the estimated amount of \$190,000 and the Current Expense Fund in the estimated amount of \$1,200.

Ione Siegler, Director of Budget & Finance, explained that the amendment was necessary because Beard's Cove was going to paint the reservoir and a new well #5. A transfer of funds was necessary from the Cumulative Reserve Fund. This fund was set up a number of years to accumulate money for these type of capital improvements. The \$1,200 in the Current Expense Fund was necessary to have a budget for the new Noxious Weed Board for supplies and reimburse for travel expenses.

Tom Moore, Interim Utilities & Waste Management Director, clarified that the painting is for the inside of the water tank. The paint lasts 20 - 30 years.

The Board noted that the funds have accumulated by the users for these types of expenses.

No further public comment.

Cmmr. Kamin/Baze moved and seconded to approve a supplemental appropriation to the 2004 budget for the Beard's Cove Water Fund in the amount of \$190,000 and the Current Expense Fund in the amount of \$1,200. Motion carried unanimously. B-aye; J-aye; K-aye. Order (Exhibit E)

- 10.2 Public hearing to consider the extension to September 17, 2004 of Interim Ordinance No. 104-03, which adopted temporary sign regulations for the unincorporated areas of Mason County.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
APRIL 6, 2004 - PAGE 4**

Bob Fink, Planning Manager, submitted proposed findings of fact in support of the extension of Interim Ordinance No. 104-03 until September 17, 2004 for commercial signs. This issue will also be before the Planning Advisory Commission for review and recommendation for code revisions.

It was noted there was a typographical error on number 4 which should read September 23, 2003 rather than 2004.

Cmmr. Baze/Kamin moved and seconded to approve the proposed findings of fact in support of extension of interim ordinance No. 104-03 until September 17, 2004. Motion carried unanimously. B-aye; J-aye; K-aye.

- 10.3 Public hearing to review proposed new developed standards contained in the Mason County Development Regulations and Resource Ordinance.

Allan Borden, Planner, noted that there are eleven proposals for amendment to the Mason County Development Standards most of which are proposed in the Mason County Development Regulations.

The Planning Advisory Commission and Planning Staff recommended adoption of the proposal. The regulations are supported by the Department of Community Development.

There are two revisions proposing changes in definitions.

- 1) A Residential Development definition did not exist in both the Resource Ordinance and Development Regulations. This was intended for clarification.
- 2) Also, the definition for front yard setback and lot definitions were not included in the Development Regulations.
- 3) In the definition section of the Development Regulations the Department of Community Development often uses a book on planning definitions. They wanted to include that the definitions are based upon that reference.
- 4) The definition of zoning is not included in the Development Regulations.

Deputy Prosecutor Darren Nienaber stated that zoning is defined by case law and there is no need to have it in the Code. It is understood.

- 5) Uses that are permitted or similar uses. The proposed revision is that uses in the table that are listed as permitted in the urban and resource land areas. All uses allowed in the rural area are noted under the appropriate zone in Section 1.04 of the Development Regulations.

Cmmr. Johnson pointed out in the matrix of permitted uses it notes; these policies were formed with the intention to allow property owners and project proponents as much flexibility as possible in the use of their property within the constraints of the GMA.

- 6) Special use permit review of proposed churches exceeding the 3,000 sq. ft building standard in Rural Residential zones of the Development Regulations.
- 7) Standards for airports. The intent was to prevent incompatible and potentially hazardous land uses located near established airports.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
APRIL 6, 2004 - PAGE 5**

- 8) Standards for off road vehicle parks in county; limit location and/or set operations standards in Development Regulations.
- 9) Address location and/or operational standards for cemeteries in county in Development Regulations. Some churches wish to have memorial facilities on their properties.
- 10) A new section for Review of Structures. Address standards for vehicles and wheeled structures in waters for Resource Ordinance and Development Regulations.
- 11) Revision to existing text for administrative variance for rear yard setback in Development Regulations. A person could apply instead of a regular variance which could take 6 - 8 weeks for processing; they could apply for an administrative variance review as long as the request is no less than 5 feet from the rear property line.

No public comment.

The Board asked if there was still a question on adding another definition.

Mr. Borden stated they have decided that they will continue to review this and possibly bring forth at a future meeting. The Planning Advisory Commission is currently reviewing a set of regulations, which the Board is likely to hear by late May.

Cmmr. Baze/Kamin moved and seconded that the Board of County Commissioners adopt the recommendations of the Planning Advisory Commission to approve these revisions to the Mason County Development Regulations and Mason County Resource Ordinance, as listed in the staff report by the Department of Community Development, and move to have the chair sign the Findings of Fact for this decision. Motion carried unanimously. B-aye; H-aye; J-aye.

11. Other Business (Department Heads and Elected Officials)

- 11.1 Announcement that Public Works has selected Summit Fence of Olympia to provide and install cyclone fencing for the Matlock Shop area at a cost of \$29,725. Bill Tabor announced that authorization was granted on December 2, 2003 to select from the Small Works Roster. Three bids were received from three contractors ranging from \$29,725 to \$30,978. The low bidder was selected.
- 11.2 Announcement that the Mason County Department of Public Works will be spraying herbicides on some of Mason County's roads for vegetation control beginning on or after April 12, 2004, weather permitting.

Bill Tabor noted that a detailed list of the roads involved will be available at the Public Works office and also available on the Mason County Web page. If the property owners adjacent to the areas do not want the spraying to take place, they may enroll in the "Owner will Maintain" program by contacting the Department of Public Works. Some owners desire to not have herbicides sprayed in front of their property and this gives them a choice to maintain the area themselves.

The board questioned how much labor and equipment it would take if the herbicide program did not take place.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS
APRIL 6, 2004 - PAGE 6**

Mr. Tabor stated he was not aware; however, it does save the county a lot of money.

Ray Hansen questioned if the herbicides are environmentally approved.

Mr. Tabor responded, yes, it is equivalent to Round Up or Rodeo and they are approved.

He added that they will be running an advertisement in the paper, as well as the local radio station.

12. Administration - None

13. Adjournment - The meeting adjourned at 10:12 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

Wesley E. Johnson, Chairperson

ATTEST:

Jayni L. Kamin, Commissioner

Rebecca S. Rogers, Clerk of the Board

Herb Baze, Commissioner