

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

OCTOBER 5, 2004

1. Call to Order – The meeting was called to order at 9:01 a.m. by the Chairperson.
2. Pledge of Allegiance - Chairperson Wes Johnson led the flag salute.
3. Roll Call – Present: Cmmr. Dist. 2 – Wes Johnson; Cmmr. Dist. 3 – Jayni L. Kamin; Absent: Cmmr. Dist. 1 – Herb Baze (Attending WSAC Conference)
4. Approval of Minutes – **Cmmr. Kamin/Johnson moved and seconded to approve the regular meeting minutes of September 21, 2004 and briefing minutes of September 27, 2004. Motion carried unanimously. B-absent; J-aye; K-aye.**
5. Board's Calendar for week of October 5 – 12, 2004.
6. Correspondence and Organizational Business
 - 6.1 Correspondence
 - 6.1.1 Mason County Trails Committee Applicants: Carleen Coker, Walt Hitchcock, Paul Eveleth, Bob Barnes, Jeff Carey; received after 9/30/04: Cheryl Weston, Tom Moran, Dana Tilton and Steven Anderson.
 - 6.1.2 The Commissioners received an invitation to attend the celebration of the National Day of the Republic of China (Taiwan) on October 7, 2004 in Seattle.
 - 6.1.3 Mason Transit Authority requested a letter of support for a transportation grant application.
 - 6.1.4 Jean A. Gall wrote of her support to have Dave Christiansen appointed as Commissioner of Port of Tahuya.
 - 6.1.5 The Port of Shelton submitted their order of preference for eight highway projects to be included in the 2007-2009 PRTPO budget.
 - 6.2 Introduction of new Personal Health employees -- Steve Kutz, Public Health Services Director, introduced Heidi Iyall (Health Educator/ABC Children's Dental Program/Tobacco Program); Linda Bullock (children's passport program/CPS program-alternative response early intervention); and Susan Schalwick (dental program/HIV AIDS Case Management). The Board welcomed the three new employees to the County.
 - 6.3 Press Release – Mason-Thurston Chemical Dependency Advisory Board Opening -- Steve Kutz, Public Health Services Director, highlighted the advisory board and one opening which needs to be filled. Applications will be accepted until October 31, 2004.
 - 6.4 Press Release – Fall Clean Up -- Doug Micheau, Director of Utilities & Waste Management, announced the Fall Clean Up for October 17 – 31 and outlined the businesses that are accepting various types of materials: yard debris, scrap metal & appliances, and free junk vehicle hauling. Also, the Mason County solid waste facility and Belfair transfer station will be accepting: yard debris, tires (4 off-rim passenger tires per household) old BBQ's, lawn furniture and fencing.
7. Open Forum for Citizen Input - None
8. Adoption of Agenda – **Cmmr. Kamin/Johnson moved and seconded to adopt the agenda as presented. Motion carried unanimously. B-absent; J-aye; K-aye.**
9. Approval of Consent Agenda:
 - 9.1 Approval of Veterans Assistance Fund applications for: Douglas A. Drinkall – utilities \$348.30; Willard (Mrs. Peggy) J. Johnson – utilities \$429.92; Joe P. Laudenbach – housing \$400.00; Moritz (Mrs. Barbara) Schmidt – burial benefit \$600.00 for a total of \$1,778.22.

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- 9.2 Approval of Warrants
Claims Clearing Fund 78314-78729 \$869,728.10
- 9.3 Approval to set a public hearing on Tuesday, October 26, 2004 at 6:30 p.m. to take public comment regarding a petition asking that the boat motor size be changed to allow up to 20 horsepower on Lake Kokanee.
- 9.4 Approval of a contract between Plateau TechComm, consultants, and Mason County to develop and prepare a Watershed Plan for the Kennedy/Goldsborough watershed (WRIA 14) for a cost not to exceed \$41,720.
- 9.5 Approval of a contract between Cascadia Consulting Group, consultants and Mason County to develop and prepare a Watershed Plan for the Skokomish/Dosewalips watershed (WRIA 16) for a cost not to exceed \$52,375.
- 9.6 Approval for the Chairperson to execute the amendment to the Intergovernmental Request and Agreement for Reimbursable Work by Mason Conservation District to provide stormwater analysis of roads located in the Lower Union River Restoration Study, Belfair Urban Growth Area. The maximum amount to be paid under this amendment shall not exceed \$15,000.
- 9.7 Approval for the ER&R Manager to utilize the Post for Quotes bid procedures (telephone and/or written quotes) in order to purchase for the Public Works Department, a two-cubic yard, skid-mounted sander for use on the F550, four wheel drive snow plow truck for an approximate cost of \$6,500.
- 9.8 Approval for Public Works to select a contractor from the Small Works Roster for repair or replacement of the failing surface on Evers Bridge and authorize the Chairperson to sign all pertinent documentation, as necessary.
- 9.9 Approval of 2004/2005 expenditures from the Reserve for Technology Fund for the following departments: Assessor, \$5,000, for archiving of documents; Treasurer/Assessor, \$45,000, for software to automate the segregation, supplemental, cancel and senior citizen property tax corrections; Superior Court, \$600, for three imaging software licenses; Community Development, \$50,000, for imaging of department records; and \$10,000 that is reserved for undesignated emergency needs.
- 9.10 Approval of the personal services contract with Scott R. Keszle to assist Mason County to automate the process of moving data from the Tidemark database. The contract is in the amount of \$240.

The Board asked Mr. Loser to explain the Reserve for Technology Fund.

Dave Loser, Equipment Rental & Revolving Fund Manager, spoke to consent agenda item 9.9. The Reserve for Technology Fund is funded by the Equipment Rental & Revolving Fund reserves (investments) of which they place half the interest income into this fund for improvement projects.

They started imaging with the Clerk a few years ago and the next project they want to take on is the land records (permitting) associated with parcels. They want to give the ability to bring those records up. The imaging is being utilized slowly more and more by other departments.

Bill Tabor, Interim Public Works Director, spoke to consent agenda item 9.8 and the Evers Bridge. Last year they repaired the wood bridge. They received an innovative bridge repair federal grant to do an experimental fix on the bridge. Their consultant came up with the plastic dowels that connected the deck panels together so they wouldn't get differential deflection. Prior to that the pavement on the bridge was breaking up. Last year they put the dowels in which helped to stiffen the bridge deck. This summer they began experiencing that the pavement was breaking up on the approach span. It is the only place which appears to experience problem. They would like to get this fixed before winter.

Cmmr. Kamin/Johnson moved and seconded to approve the consent agenda, items 9.1 – 9.10, as presented. Motion carried unanimously. B-absent; J-aye; K-aye.

Ray Hansen asked about consent agenda item 9.5 to do with a WRIA.

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Diane Marcus-Jones, Planner, explained that the Water Resource Inventory Areas (WRIA) were authorized by the Water Resources Act of the State of Washington. Responsibility is for the development and management of these administrative and planning boundaries.

This particular project involved a request for proposal to select a contractor. There were six contractors interviewed and Cascade Consulting Group was chosen to develop and prepare a Watershed Plan for the Skokomish/Dosewalips watershed (WRIA 16) for a cost not to exceed \$52,375.

The Board noted that there are several watershed groups within Mason County: WRIA 14,15,16, 21, 22. These are study groups that have been ongoing for a considerable amount of time. Funds were appropriated from the state legislature to work on the watershed program for the entire state.

This is a further step in the development of the watershed inventory assessments being made.

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

- 10.1 Public hearing to consider a supplemental appropriation to the Treasurer's O&M Fund in the amount of \$62,000.

Todd Barr, presented the information on behalf of the Budget & Finance Director. He explained that, last year, the Treasurer chose to transfer the funding for one of her employees from FTE in Current Expense Fund to .8 FTE out of the Treasurer's O & M Fund and .2 FTE out of Current Expense. With the union contracts settled during the year it is necessary to amend the budgets. There was no beginning and ending fund balance. The money is being brought into the budget to pay for the wages and benefits for that position.

Cmmr. Kamin/Johnson moved and seconded to approve a supplemental appropriation to the 2004 budget for the Treasurer's M & O Fund in the amount of \$62,000. Motion carried unanimously. B-absent; J-aye; K-aye. Order (Exhibit A)

- 10.2 Public hearing to consider a budget transfer from the Current Expense Fund Ending Fund Balance in the amount of (\$372,758) to individual Current Expense Departments in the total amount of \$372,758 for 2004 wage and benefit settlements.

Todd Barr explained that the budget transfer is to fund the wages and benefit packages that have been approved during the year for all unions except sheriff's deputies and deputy prosecutors. The revenue is coming from the Current Expense ending fund balance to fund the wages and benefits settlement. It was noted that the union contracts were settled for 2004 – 2006.

Ray Hansen asked what departments are included within Current Expense Fund.

It was noted the following departments are included: Cooperative Extension, Assessor, Auditor, Board of Equalization, Budget & Finance, Facilities & Grounds, Human Resources, Civil Services, Clerk, Commissioners, County Administrator, District Court, Community Development, Parks, Fairgrounds/Convention Center, Probation Services, Prosecutor (does not include deputy prosecutors), Coroner, Sheriff (does not include deputies), Superior Court, and Treasurer.

Cmmr. Kamin/Johnson moved and seconded to approve a 2004 budget transfer from the Current Expense Fund Ending Fund Balance in the amount of \$(372,758) to individual Current Expense Departments in the total amount of \$372,758 for 2004 wage and benefit settlements. Motion carried unanimously. B-absent; J-aye; K-aye. Order (Exhibit B)

11. Other Business (Department Heads and Elected Officials) – None.

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12. Administration - None

13. Adjournment - The meeting adjourned at 9:40 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

Wesley E. Johnson, Chairperson

ATTEST:

Jayni L. Kamin, Commissioner

Absent 10/5/04

Rebecca S. Rogers, Clerk of the Board

Herb Baze, Commissioner