

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

APRIL 5, 2005

1. Call to Order – The meeting was called to order at 9:02 a.m. by the Chairperson.
2. Pledge of Allegiance – Chairperson Kamin led the flag salute.
3. Roll Call - Present: Cmmr. Dist. 1 – Lynda Ring Erickson; Cmmr. Dist. 2 – Tim Sheldon; Cmmr. Dist. 3 – Jayni L. Kamin.
4. Approval of Minutes – None
5. Correspondence and Organizational Business
 - 5.1 Correspondence
 - 5.1.1 Letter from James Johnson to Commissioner Ring Erickson requesting a reply to his January 12, 2005 letter.
 - 5.1.2 Letter from South Mason Youth Soccer Club thanking the Commissioners for their support in the award of Lodging Tax funds.
 - 5.1.3 Economic Development Council of Mason County requested a total of \$20,000 funding from the County.
 - 5.1.4 Civil Service Applicant: Tim Miller
 - 5.1.5 Darren Espe and Rilee Adams asked for assistance in getting an extension to clean up their property at Maggie Lake.
 - 5.1.6 Mason County Commissioners were invited to join in signing a non-binding resolution in support of improving water resource management throughout the Kitsap Peninsula and Islands.
 - 5.1.7 Rob Wilson Hoss expressed appreciation to Cmmr. Kamin for her leadership involving questions of right and wrong.
 - 5.1.8 Kitsap County Commissioner Patty Lent congratulated the Commissioners on the Parsley Sage 2 & 3 Mutual Self-Help Housing Celebration.
 - 5.1.9 Economic Development Council of Mason County submitted the first quarter 2005 report.
 - 5.1.10 Received a copy of the DAV purchase order for the van to be used for transporting veterans to medical appointments.
 - 5.1.11 Letter from concerned citizen William Carr regarding the Shelton School Board bid to demolish the Shelton Gymnasium. Asking for assistance regarding the Brown Gym.
 - 5.2 News Release – Mason County Bond Rating -- Lisa Frazier, Treasurer, announced that the County's bond rating was increased from A- to an A.
 - 5.3 Announcement to correct the County Road Project number for the Satsop-Cloquallum Road to CRP 1847. It was incorrectly stated as CRP 1832 at the March 8, 2005 meeting when receiving permission to call for bids. Staff: Charlie Butros
 - 5.4 Announcement that the bid opening for CRP 1730 – Schafer Park Road for culvert replacement has been set for Friday, April 29, 2005 at 9:00 a.m. was presented by Public Works Director Charlie Butros
 - 5.5 Announcement that the bid opening for CRP 1772 – Tahuya River Drive for culvert replacement has been set for Friday, April 29, 2005 at 9:15 a.m. was given by the Public Works Director Charlie Butros
 - 5.6 Introduction of New Employee – Craig Haugen, Fire Marshal, explained he came from South Kitsap Fire & Rescue where he was a fire inspector and lieutenant for a number of years.
6. Open Forum for Citizen Input
 - 6.1 Teri King, Washington Sea Grant Program, reported that she received the award from the Hood Canal Coordinating Council on behalf of the County Commissioners of the Council and two tribes. The award was about the residents that have worked hard to participate in the programs and have taken the information and applied it in their daily living.

Cmmr. Ring Erickson stated that one of the strengths of the program is Teri King's accessibility and involvement in the community. She is approachable and it makes the program work well.

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- 6.2 Louis Cofoni voiced concerned about the liability of the ORV Park and skateboard park by WalMart. If individuals using the park would get hurt does it open up Mason County for a lawsuit.

Cmmr. Kamin responded that the skateboard park is covered under the County's policy regarding any of the playgrounds or parks. Regarding ORV vehicles that is actually on Port property and is not within the lease property of the county. Also, they are also riding on private property. The county is not responsible for that.

Cmmr. Sheldon explained that this year in legislature he sponsored a bill about noise emanating from off road vehicles. If the bill passes there will be a study group that involves Ports, county commissioners of big and small counties, Dept. of Natural Resources, manufacturers of the vehicles, citizens groups, etc. They are trying to find more areas to ride like the Grays Harbor and Thurston ORV park which was closed.

- 6.3 Bob Harris thanked the Commissioners for coming to North Mason at the meeting the end of March. He heard key issues of public safety. Also the issue of an escape route from a local community. They are looking for funding on the Bypass and SR 3 remodel. He questioned if there is a way to guarantee a certain amount of the gas tax dollars are put back in Mason County to improve state infrastructure.
- 6.4 Ken VanBuskirk shared that he attended the Public Participation Plan of the Comp Plan open house in Belfair and gave the Board a citizen's perspective. He was under the impression the open house was going to cover different features to include Growth Management Act requirements for review, Mason County growth trends, preliminary compliance evaluation results. People want to be involved in the process but have a hard time if they don't understand the process. Most people want to know the status of the Subarea Plan. He suggested a News Release might be appropriate if there is something going on with the Plan.

7. Adoption of Agenda – **Cmmr. Sheldon/Ring Erickson moved and seconded to adopt the agenda as written. Motion carried unanimously. K-aye; RE-aye; S-aye.**

8. Approval of Consent Agenda:

- 8.1 Approval of the agreement with Holly Bullock to serve as Vendor Manager for 2005. Total compensation not to exceed \$3,600.
- 8.2 Approval of Washington State Patrol (WSP) Agreement No. C050838GSC for fire safety review and inspections for the period of March 15, 2005 to March 15, 2007. Also approve Task Order 1 to provide fire safety review and inspections for the Shelton Correctional Facility.
- 8.3 Approval of the resolution amending Resolution 25-03 and Chapter 2.02 of the Mason County Code, establishing the Central Operations Department, eliminating the Office of County Administrator and amending the departments reporting to the Commissioners. **Resolution No. 25-05 (Exhibit A)**
- 8.4 Approval of the resolution re-establishing an interfund loan from REET 1 to Current Expense, Fair Convention Center, and dissolving the Reserve for Rodeo Fund, per the recommendation of the Mason County Finance Committee. This loan was originally approved with Resolution #46-03 granting an interfund loan from the REET 1 fund to the Reserve for Rodeo Fund for matching money to be used for capital improvements. **Resolution No. 26-05 (Exhibit B)**
- 8.5 Approval of Warrants
- | | | |
|----------------------|---------------|----------------|
| Claims Clearing Fund | 86978-87272 | \$ 319,962.73 |
| Salary Clearing Fund | 147094-147562 | \$1,274,704.13 |
- 8.6 Approval of Veterans Assistance Fund applications for: Chris R. Greiner – food \$300.00; Terry D. (Mrs. Kathleen) McFarland – utilities \$249.60; Edwin J. Hamilton – utilities \$409.95; food \$190.05; Earl L. Vaughn – food \$300.00 for a total of \$1,449.60.
- 8.7 Approval for the Chairperson to sign the Information Technology Purchase Primary Agreement IAA05822 with the Office of the Administrator for the Courts.
- 8.8 Approval of a two-year contract with Joan Robinson, dba Timberhill Enterprises, for concession services at Mason County Recreation Area.

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- 8.9 Approval of the contractual employment agreement with Shannon Middleton as the Sandhill County Park attendant.
- 8.10 Approval of the application for a \$18,947 Justice Assistance Grant to be used for equipment for the Sheriff's Emergency Response Team (SERT).
- 8.11 Approval of the resolution affirming the establishment of the Veteran's Assistance Fund and that the Director of Operations will administer that fund. **Resolution No. 27-05 (Exhibit C)**
- 8.12 Approval of the resolution setting a public hearing on Tuesday, April 19, 2005 at 9:30 a.m. to consider a supplemental appropriation and a budget transfer in the 2005 Current Expense Fund Budget in the total amount of \$203,830. **Resolution No. 28-05 (Exhibit D)**
- 8.13 Approval of the resolution establishing the Director of Operations will administer the Affordable Housing Fund (#117-000-000). **Resolution No. 29-05 (Exhibit E)**
- 8.14 Approval of the resolution establishing the Director of Operations will administer the Employee Recognition Fund (#102-000-000). **Resolution No. 30-05 (Exhibit F)**
- 8.15 Approval of the resolution establishing the Director of Operations will administer the Employee Recognition Program. **Resolution No. 31-05 (Exhibit G)**
- 8.16 Approval of a 2005 Budget Transfer for the Parks Department to transfer budgeted amounts from operating expenses to re-establish a Park Aide position.
- 8.17 Approval of the agreement with the Mary E. Theler Organization for the receipt of lodging tax to promote tourism by operating a Visitor Information Center. **Resolution No. 34-05 (Exhibit J)**
- 8.18 There are no objections to the new applications for liquor license: Applicant: Alderbrook Golf & Yacht Club, Marc Burns, Ginny Chitwood, Larry Conradi & Bill Kendrick; Tradename: Alderbrook Golf & Yacht Club; Location: 330 E. Country Club Dr #B, Union, WA 98592; Privileges Applied For: Beer/Wine Rest. – Beer/Wine Off Premises and Applicant: Charles R. & Karen J. McCarley; Tradename: McCarley Chevron; Location: 23880 Hwy 3, Belfair, WA 98528; Privileges Applied For: Grocery Store – Beer/Wine.
- 8.19 Approval to appoint the following to the Lodging Tax Advisory Committee for the term ending March 31, 2006: Kasey Cronquist, Don Atkinson, Gretchen Stewart-Jankauskas, Brian Cook, Pam Graber, Laverne McIntyre, Marcy Craig and Neil Werner.
- 8.20 Approval of the resolution adopting the Medical Savings Account/Voluntary Employees' Beneficiary Association (MSA VEBA) Plan. **Resolution No. 32-05 (Exhibit H)**
- 8.21 Approval of the cooperation agreement between Mason County and the Southern Puget Sound Inter-Tribal Housing authority for the acquisition and use of a residential unit for HUD-assisted low income rental housing located at N 50 Minerva Terrace Drive, Shelton, WA.
- 8.22 Approval of Consolidated Contract Amendment #2 in the amount of \$71,356 between Mason County Department of Health Services and Washington State Department of Health.
- 8.23 Approval of the Municipal Services Contract between Mason County Department of Health Services and Thurston County in the amount of \$10,000.

Cmmr. Kamin commented that Item 8.22 includes \$40,000 from the Governor's Emergency Fund to be used for hiring staff to begin surveying Hood Canal shorelines from Jefferson County line to Big Ben towards Hoodsport to find failing onsite septic systems.

Louis Cofoni referred to Item 8.3 establishing a Central Operations Department and asked if the Director of the department is going to be an absorption within the County or a new hire.

Cmmr. Kamin explained that all the department heads had previously been reporting to the county administrator. When the new Board terminated the county administrator they amended the County Code so that all the department heads report directly to the County Commissioners. The Central Operations Director is a new position. Betty Wing is already an employee and will be administering this Department. It is a transfer of positions within the County. The primary duties are to work with Elected Officials and help facilitate the supervisors communication.

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Ken VanBuskirk referred to Item 8.17 and asked if he could get a copy of the Mary E. Theler contract.

Bob Harris asked if there is a conflict of interest on Item 8.19 for the applicants. Don Atkinson, is a paid Director of the North Mason Chamber of Commerce, an agency that directly receives funds from the Lodging Tax Advisory Committee. Also, Neil Werner, is on the Board of Directors for Theler Center.

Cmmr. Kamin explained that the Mason County Code reflects there is a member of the North Mason Chamber of Commerce (NMCOC), Shelton Mason County Chamber of Commerce (SMCCOC), and the Fairgrounds as members of the Lodging Tax Advisory Committee. The makeup of the committee is to have three generators and three spenders. The three spenders are the NMCOC, SMCCOC and the fairgrounds. Mr. Werner has been a long standing member of the LTAC.

Cmmr. Sheldon interjected that there are new members on the LTAC, which bring a lot of good experience, and there will be a well-balanced advisory committee.

Cmmr. Ring Erickson/Sheldon moved and seconded to approve the consent agenda items 8.1 through item 8.23. Motion carried unanimously. K-aye; RE-aye; S-aye.

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time
9.1 Public hearing to consider Road Vacation #336, vacation of a surplus right of way remnant along Mason Lake Drive West as requested by Walt Peterson.

Mick Sprouffske, Public Works, requested a continuance of the hearing until April 26, 2005 to verify the appraisal amount.

The petitioners were present and no public comment was received.

Cmmr. Ring Erickson/Sheldon moved and seconded to continue the hearing until April 26, 2005. Motion carried unanimously. K-aye; RE-aye; S-aye.

10. Other Business (Department Heads and Elected Officials)
10.1 Approval of the Interlocal Cooperation Agreement between Mason County and Yakima County to allow Mason County to purchase an elections ballot tabulation system.

Auditor Al Brotche was present to support his request for an interlocal cooperation agreement with Yakima County. He explained that over the last 1.5 – 2 years they have had demonstrations of voting equipment. Federal law requires that they replace the current punch card voting system by January 1, 2006. Presently, Mason County is being awarded \$320,806 to replace the equipment. The equipment they are looking at purchasing is being utilized in several counties. Mason County is moving towards an all mail ballot. The main system, which will be utilized in the County, will be the optic scan system or the paper ballot in which you fill in the ovals. Federal law requires the county to have at least one Direct Recording Equipment (DRE) in place for use by the disabled or those that cannot see. The preliminary estimate of the voting system is approximately \$243,000. The County is moving towards an all mail ballot. This was supported by 82% of the voters in an advisory ballot.

Cmmr. Kamin asked if this equipment will be in the Auditor's office so people can have the opportunity to vote in person.

Mr. Brotche responded they anticipate purchasing three DRE's. One would be in the office with the possibility of having a mobile unit to go to a household to assist the disabled or elderly and possibly have another location for the DRE.

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Cmmr. Ring Erickson expressed appreciation that the Auditor is trying to keep the election costs down and also that Mason County has not had a problem with the election process.

Cmmr. Sheldon/Ring Erickson moved and seconded to sign the Interlocal Cooperative Agreement between Mason County and Yakima County for purchase of elections ballot tabulation system using the request for proposal let by Yakima County in July of 2003 for the same purpose. Motion carried unanimously. K-aye; RE-aye; S-aye.

11. Administration

- 11.1 Decision on proposed revisions to the Mason County Development Regulations, Ordinance No. 82-96, Chapter 1.03.032 Development Densities and Dimensional Requirements, adding provision (5) to review the redesign of undeveloped plats or contiguous lots in the Rural Area; based upon the public hearing, staff report, and testimony heard on March 15, 2005.

Allan Borden, Planner, summarized that on March 15, 2005 the Board held a public hearing and received testimony on the Development Regulations concerning the replat of existing old plats. The matter was continued to this meeting to make a decision. A response letter from Department of Community Development to Advocates for Responsible Development was read into the record.

Deputy Prosecutor Darren Nienaber referred to the Plat of Detroit. The lot sizes are typically 30' X 100' approximately. He questioned if someone wanted to develop on one of these lots if they would need to combine several lots to make it so they can meet the well and septic setbacks.

Mr. Borden stated, yes.

Cmmr. Sheldon asked if a person could combine a lot but also there is a provision for transferring some of the development density to an urban growth area. It allows more flexibility for the applicant.

Mr. Borden responded that is correct. It provides an incentive for the developer if the market allows it.

This allows for previously platted lands to be reconfigured without having to go through the boundary line adjustments.

Cmmr. Sheldon/Ring Erickson moved and seconded in support of the public testimony and the recommendations of the Planning Advisory Commission, the Board of County Commissioners adopts Ordinance No. 33-05 that approves the proposed revisions to the Mason County Development Regulations, Ordinance No. 82-96, Chapter 1.03.032 Development Densities and Dimensional Requirements, adding provision (5) to review the redesign of undeveloped plats or contiguous lots in the Rural Area, and I move that the Chair sign the Findings of Fact for this decision. Motion carried unanimously. K-aye; RE-aye; S-aye. Ordinance No. 33-05 (Exhibit I)

- 11.2 Approval of bid award to Western Power & Equipment of Auburn, WA to furnish Mason County with one 2005 Etnyre model ARA, 8000 gallon hot asphalt trailer with electric heat. Total cost with tax is \$75,198.21.

Dave Loser, Equipment Rental & Revolving Fund Manager, explained that authorization to call for bids was given in March 2005 to furnish the County with an 8000-gallon hot asphalt trailer with electric heat. They opened bids from two bidders. It was recommended the board award to Western Power & Equipment of Auburn.

Cmmr. Ring Erickson asked if this will be replacing a current piece of equipment.

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Mr. Loser responded they are replacing a tank. The old tanks will become surplus and possibly used for scrap.

Cmmr. Ring Erickson/Sheldon moved and seconded to award Western Power & Equipment of Auburn, Washington the bid to furnish Mason County with one 2005, Etnyre model ARA, 8000 gallon Hot Asphalt Trailer with Electric Heat. Total cost with tax: \$75,198.21. Motion carried unanimously. K-aye; RE-aye; S-aye.

- 12 Board's Reports and Calendar – The Board reported on meetings attended over the past week and also announced calendar items for the following week.
13. Adjournment - The meeting adjourned at 10:29 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

Jayni L. Kamin, Chairperson

ATTEST:

Lynda Ring Erickson, Commissioner

Rebecca S. Rogers, Clerk of the Board

Tim Sheldon, Commissioner