

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES
Mason County Commission Chambers, 411 North 5th Street, Shelton, WA
Week of February 20, 2017

Monday, February 20, 2017

No briefings due to President's Day holiday.

Tuesday, February 21, 2017

10:00 A.M. Support Services – Frank Pinter

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Commissioners approved expanding the Commissioner Facebook Page (excluding Sheriff and Public Health who maintain their own FB page) to one Mason County page. IT staff can post via sending a Task request and departments can also have their own access.
- Sheriff request to move LEOFF 1 budget to Support Services/Human Resources from Sheriff's budget will be postponed to next week's briefing.
- Mason County Youth Baseball (MCYB) event @ MCRA. Jeff stated he is still trying to gather information from MCYB. Cmmr. Neatherlin stated the only county contribution he is considering is possibly waiving field fees but would need to check with the policy and if allowed by RCO since park improvements have been made with RCO grants.
- Public Defender Administrator job description was reviewed. The Commissioners requested the title be changed to "Chief Public Defender" and include the administrative duties in the job duties.
- Jeff presented Construct Inc. change orders for the jail contract close out. The total is \$46,000 and is from 2015 but was never signed. These will be placed on an agenda for approval. There is also \$22,000 from retainage that needs to be paid out.
- Draft contract with Economic Development Council. James Thomas, EDC Board, was in attendance on behalf of Lynn Longan and asked this be postponed for two weeks to allow time for their legal review.

11:00 A.M. Public Works – Jerry Hauth/Melissa McFadden

Utilities & Waste Management

Commissioners Shutty, Jeffreys and Neatherlin were in attendance.

- Amendment #4 of the Professional Services Contract with MDG Wastewater and Water Treatment, adding an additional \$15,000 to the contract will be placed on next week's agenda. The new manager is starting next week.
- New valves and actuators for the North Bay Decant Lines, using the sole source procurement process will also be placed on next week's agenda.
- Coordination Prevention Grant (CPG) cuts in current bills in the legislature. These funds are for household hazardous waste.
- Belfair List Station #1 pump repair. Staff believes it is the vendor's responsibility to fix the flange and is working with the vendor.
- National Purchasing Cooperative Interlocal Participation Agreement between Mason County and BuyBoard National Cooperative, to access vendor contracts for goods and services will be brought forward.
- Memorandum of Understanding between Squaxin Island Tribe and Mason County, for an additional roadway to be added to the list of roads identified as part of the Indian Reservation Road (IRR) inventory for potential future funding opportunities for road improvement projects will be brought forward.
- Public notice for spring application of herbicides for vegetation control along county roads on or after Monday, March 6, 2017.
- Litter control program. Melissa stated it hasn't been operating for a while and is working with Sheriff's office.
- FEMA Update – Public Outreach is scheduled on March 21 at North Mason High School, 6 p.m. Information will be distributed.

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- Cmmr. Neatherlin shared concerns from Mark Carlson regarding the IP CAP – Randy, Mark Carlson, do away with heavy trucking, do away with districts, change the number to 5 members, quorum of appointed positions, annual review of road projects

~~11:45 A.M.~~ Noon Closed Session – RCW 42.30.140 (4) Labor Discussion

Commissioners Shutty, Jeffreys, and Neatherlin met with Frank Pinter and Dawn Twiddy from noon to 12:30 p.m. in Closed Session for a labor discussion.

Commissioner Discussion

Commissioner Neatherlin brought up the possible real property transactions regarding tax title property in Shorecrest. Cmmr. Neatherlin will bring back additional information.

BREAK – NOON

Wednesday, February 22, 2017

9:00 A.M. 2017 Commission Retreat

Commissioners Shutty, Jeffreys and Neatherlin were in attendance. Also in attendance: Phil Gardner and Dallas Roberts, Congressman Denny Heck's office; Nicholas Carr, Congressman Derek Kilmer's office.

- Phil Gardner, District Director for Congressman Heck's office, presented current information that Cng. Heck is working on. Cng. Heck doesn't support repealing ACA. 7,500 people in Mason County or 34% of the population are on a health plan covered through the exchange program. Working on access to banking industry for marijuana businesses.

Nicholas Carr, District Representative for Congressman Kilmer's office, presented current information that Cng. Kilmer is working on. Economic development issues: working on increasing the harvest from the federal forest by creating collaboratives and developing the CLT market. They are scheduling community meetings and will keep the County informed of schedule. Cng. Kilmer doesn't support repealing ACA with having an alternative program. His office is working on excluding military from the federal hiring freeze, including the Bremerton Navy Shipyard. Another effort is to expand broadband service in rural communities through utility districts and private providers.

Discussion of opioid addiction funding for education, prevention and treatment. Cmmr. Jeffreys shared information on how Mason and Thurston Counties have worked very hard with Medicaid dollars and the fear that the rules could change.

- Frank Pinter presented current cash flow statement for Current Expense Fund. There may be periods of the month where expenditures exceed revenues. Frank is proposing to work with the Finance Committee to borrow funds (from Road Fund) short term during the month, when necessary. Frank is estimating we may need access to \$1.5M to \$2M. Estimated to have an \$850,000 shortfall in 2017 budget. We are anticipating revenue from City of Shelton for jail space. Discussion of changing to cash basis accounting versus accrual basis, as recommended by the State Auditor's office. Cmmr. Jeffreys would like a pro and con list of financing options to cover the potential cash shortfalls. The Commissioners requested the cash flow statement be included in the monthly financial reports.
- Cmmr. Jeffreys stated one of her priorities is to address land use issues in order to encourage economic development. She suggested adjusting the Development Code as a list of not allowed uses rather than allowed uses. The Commissioners agreed this needs to be done and then discussed how to make it happen. Cmmr. Neatherlin suggested using the EDC to make these changes to the Development Code.

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- Another priority of Cmmr. Jeffreys is to start over with the Capital Facilities Plan (CFP). The Commissioners asked to identify what funding sources require a project to be on the CFP.
- Cmmr. Shutty suggested the County move to a biennial budget. This would allow the County to review programs and determine the efficiencies in the out years. A biennial budget empowers directors to take on a project management role and requires longer term forecasting and planning.
Cmmr. Jeffreys suggested starting by placing the Road Fund on a biennial budget.
- Jail – population, recidivism, facility. Cmmr. Jeffreys believes we are at the point we need to identify performance goals for alternative sentencing. Data is needed to determine what is needed in a new jail facility. Cmmr. Shutty suggested re-racking the jail subcommittee of the CJWT. Define scope of work to focus on only the jail.

Other topics covered:

- Long term goal is to provide county services in the north end of the county.
- Breakdown of economic development tools.
- Continue the quarterly elected official/director meetings.
- Review of the Public Benefit Rating System. Cmmr. Neatherlin requested information on lawsuit status from Grays Harbor for access to designated forest land.
- Invite developers to attend a meeting and inform the Commissioners what the road blocks are.
- Priorities of the Board are to support development including growth, economic and infrastructure; and the jail is another priority.
- After having the Belfair Sewer briefings, a letter of intent, or workplan, with deliverables will be developed. A follow up briefing dedicated to developing strategies to accomplish the workplan will be held.

Adjourned at 11:50 a.m.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

Kevin Shutty
Chair

Terri Jeffreys
Commissioner

Randy Neatherlin
Commissioner