

BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

February 8, 2011

1. Call to Order – The Chairperson called the regular meeting to order at 9:02 a.m.
2. Pledge of Allegiance – Commissioner Tim Sheldon led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Lynda Ring Erickson; Commissioner District 2 – Tim Sheldon; Commissioner District 3 – Jerry Lingle.
4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 Jill Evander of MACECOM requested the appointment of Jim Verone to the Mason County EMS Council.
 - 4.1.2 Lorraine Snyder wrote of her concerns regarding the biomass incinerator.
 - 4.1.3 Stephanie Neil is seeking appointment to the Historic Preservation Commission.
 - 4.1.4 Liquor Control Board sent notice that Fresh Start Market & Deli is applying for a liquor license.
 - 4.1.5 Liquor Control Board sent notice that Faith In Action applied for special occasion license #92706 to sell liquor at an event.
 - 4.1.6 David Dally wrote about his concerns for safety issues regarding signatures on paper ballot envelopes.
 - 4.1.7 Notice of the resignation of Raymond Stutz as Commissioner for Mason County Public Hospital District #2, Position #1 was received effective November 23, 2010.
 - 4.1.8 State Department of Corrections wrote thanking the County for submitting a proposed site for consideration as a potential location for the Westside Prison Reception Center.
 - 4.1.9 Mason County Garbage sent a rate increase notice schedule that went into effect February 1, 2011 in response to a citizen inquiry received January 24, 2011.
 - 4.1.10 Charlotte & Charles Winne wrote about their concerns with potential biomass incinerators in Mason County.
 - 4.1.11 A copy of the 2010 County Road Administration Board Annual Report was received.
 - 4.1.12 PUD#1 of Mason County sent notice that they are withdrawing from the Tri-Party agreement for the design and development of three wastewater facility projects in Mason County to be effective March 1, 2011.
5. Open Forum for Citizen Input – None
6. Adoption of Agenda - **Cmmr. Sheldon/Lingle moved and seconded to adopt the agenda as published. Motion carried unanimously. RE-aye; S-aye; L-aye.**
7. Approval of Minutes – Approval of the January 25, 2011 regular meeting minutes.
Cmmr. Lingle/Sheldon moved and seconded to approve. Motion carried unanimously. RE-aye; S-aye; L-aye.
8. Approval of Action Agenda:
 - 8.1 Approval of Agreement with Bob and Verda Oliver to serve as the Truman Glick County Park Host for April 1, 2011 to December 31, 2011.
 - 8.2 Approval of Agreement with Apex Engineering for Survey Work necessary to Design the Water Reclamation Pond and Sprayfield for the Belfair Water Reclamation Facility.
 - 8.3 Approval of uncollectible personal property taxes in the amount of \$121.46 as attested by the Mason County Treasurer.
 - 8.4 Approval of appointing Ken Wilson to the 2011 Transportation Improvement Program Citizens Advisory Panel (TIP-CAP).

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- 8.5 Approval to authorize the chair to sign a Stormwater Facility Maintenance and Easement Agreement under which, the County will maintain and operate stormwater facilities on private property in Belfair.
- 8.6 Approval to accept all bids received from: KRM Inc. of Bremerton, Peninsula Topsoil of Belfair, Miles Sand and Gravel of Shelton and Arris Killman Trucking, Inc. of Aberdeen to provide Mason County with Maintenance Rock Materials for the calendar year 2011. Mason County does not guarantee a minimum purchase of these materials.
- 8.7 Approval of Veterans Assistance Fund applications for: Kenneth Foredyce – Utilities \$221.26; Jay Slaght – Utilities \$245.84; Eldon Hosick – Food \$200.00 for a total of \$667.10 as recommended by the Veterans Assistance Screening Committee.
- 8.8 Approval to appoint Vicki Wilson (primary), Steve Wilson (Alternate), Commissioner Judy Scott, Eileen Bailey, Eric Schallon, Randy Lumper, Monica Harle, Diane Cooper and James Hymer to the Mason County Citizen Advisory Committee for the Shoreline Master Program Update. Term for the Committee ends June 30, 2013.
- 8.9 Approval to appoint Doris Small, Shannon Soto, Lance Wineka, Richard Brocksmitth, Scott Steltzner, Randy Lumper, Cynthia Rossi, Greg Reub, Duane Phinney, Steven Bloomfield, and Bob Simmons to the Mason County Joint Technical Advisory Committee for the Shoreline Master Program Update. Term for the committee ends June 30, 2013.

Cmmr. Lingle/Sheldon moved and seconded to approve Action items 8.1 through 8.9. Motion carried unanimously. RE-aye; S-aye; L-aye.

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

- 9.1.1 WSU Extension –\$35,000 supplemental appropriation due to a \$25,000 Dept. of Social & Health Services contract to continue the Youth in Action Program and \$10,000 from the Ecology Stormwater grant through Mason County Public Works.

Bob Simmons, Mason County WSU Extension Director, gave an overview of the two funding sources for the 4-H Program and Youth Empowerment Strategies Program. The two are partnering to continue a local youth in action program. Some of the youth from the programs have taken over maintenance and cleaning of the skateboard park and a number of other activities. The Department of Social and Health Services provide funding in the amount of \$25,000.00 that is reimbursable, with no match requirement. That funding was not anticipated in the development of the 2011 budget. There is also some funding through an ecology grant through Public Works to target stormwater issues. \$10,000.00 of that grant will be used for a public survey to find out how the public views water quality issues and current practices in Mason County. The survey results will be used to help educate public on how to better manage their stormwater and water run-off as well target the capital facilities projects.

Cmmr. Sheldon/Lingle moved and seconded to approve \$35,000 supplemental appropriation due to a \$25,000 Dept. of Social & Health Services contract to continue the Youth in Action Program and \$10,000 from the Ecology Stormwater grant through Mason County Public Works. Motion carried unanimously. RE-aye; S-aye; L-aye. (Exhibit A)

- 9.1.2 Human Resources-\$15,100 budget transfer from the Current Expense Ending Fund Budgeted Balance to Current Expense Human Resources for wages and benefits.

Karen Jackson, Human Resources Director, clarified that the budget transfer was not for a salary increase for the Human Resource department, but to fully fund the two existing

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salaries. The budget instructions that were given prior to putting the budget together for 2011 were figures from 2008/2009, which are not sufficient to keep Human Resources open on a full time basis in 2011. She provided figures for 2010 to a personnel analyst, which fell far short of what the actual salaries and benefits should be currently. For the HR Director position, the figures were 17.5% short of what the current salary is, and the Personnel Analyst was a little over 11%. There was a 10% shortfall in the budget for the two salaries. She is requesting that the deficit be filled so that the HR office can remain open full time and available for every department of Mason County personnel.

Cmmr. Sheldon asked Ms. Jackson how many months that Mason County went without a HR Director in 2009/2010.

Ms. Jackson replied that the County went without a Human Resources Director for 7 full months.

Commissioner Comments

Cmmr Lingle commented that the HR department has done an exceptional job with the limited resources that were available. He received a letter of praise regarding Ms. Cap's positive attitude recently, and feels that is a good reflection of how well the HR department is doing. He feels that the HR department has evolved into a larger mandatory department that he thinks needs to stay full time to remain available to serve the entire County staff.

Cmmr. Ring Erickson added that the reduction of hours was something that had to be done as part of a budgetary concern. At this point there is some motion toward resolving some of the many unresolved contracts, and for that reason she feels that it is a crucial time to have the two salaries fully funded.

Cmmr. Lingle/Sheldon moved and seconded to approve \$15,100 budget transfer from the Current Expense Ending Fund Budgeted Balance to Current Expense Human Resources for wages and benefits. Motion carried unanimously. RE-aye; S-aye; L-aye. (Exhibit A)

9.1.3 Commissioner's Office - \$7,382 budget transfer from Current Expense Ending Fund Budgeted Balance for Commissioner District 3 benefits.

Cmmr. Ring Erickson explained that County Commissioners are not allowed to change their own salaries. In order to stay within the parameters of their own instructions, benefits were cut from the County Commissioners. One Commissioner gets benefits elsewhere and one Commissioner has partial coverage. They have reviewed another resolution that states all elected officials will have benefits, so it is a correction that the amount of the transfer is a restoration of funds to cover full medical benefits for Commissioner of the 3rd district.

Cmmr. Lingle recused himself from the vote on 9.1.3.

Cmmr. Sheldon/Ring Erickson moved and seconded to approve \$7,382 budget transfer from Current Expense Ending Fund Budgeted Balance for Commissioner District 3 benefits. Motion carried unanimously. RE-aye; S-aye; L-recused. (Exhibit B)

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10. Other Business (Department Heads and Elected Officials) –

10.1 Vicki Kirkpatrick, Mason County Public Health Director, reported that the 6th annual Health Challenge is underway. 334 people have signed up so far; 27 teams and 24 employers. 129 people have signed up for Mason County meltdown. 237 people have signed up for Presidential Active Lifestyle Award. This is the largest participation for the Health Challenge to date. Currently a program called Well Worksite Mason County Program is being worked on to support employee wellness.

10.2 Cmmr. Sheldon commented that the State Legislature are looking at a Senate Bill and a House Bill that will reduce the amount of liquor profits that come to Counties. There is a 54% markup on all products by liquor stores that gets distributed to the County. If the bill passes, the revenue will be reduced.

Theresia Ehrich, Chief Accountant, reported that expected revenues for 2011 would be over \$240,000.00.

10.3 Cmmr. Sheldon asked if the issues with Belfair Wastewater System hookups outside the urban growth area were resolved.

Emmett Dobey, Department of Utilities and Waste, responded that the issues are still pending.

10.4 Cmmr. Sheldon commented on some abatement issues within the County. He suggested that the Public Health department work with the Prosecutor on new and innovative ways to help the communities affected. Jeromy Hicks, Fire District #2, provided a CD with pictures of affected neighborhoods.

10.5 Cmmr. Sheldon commented that he met with the Superintendent of the City of Tacoma regarding the Lake Cushman Tacoma Power. The level of the lake in spring, when it is full, is usually 738 feet. It is anticipated this season that the lake can only be raised to 725 feet. The purpose of the reduced water level is so that bank erosion issues can be dealt with. The reduced water level will impact the recreational use of boat ramps since they will be more difficult to use with the lower levels.

10.6 Cmmr. Sheldon commented that part of his assignment of duties is to sit on the Olympic Region Clean Air Agency (ORCCA) Board. He didn't recall that an alternate had been designated and asked if the Commissioners would be interested in continuing to have an alternate on the Board.

Cmmr. Ring Erickson responded that she thought that would be a good idea.

Cmmr. Lingle agreed as well.


10.7 Casey Salisbury, Mason County Sheriff, commented that he would be attending a funeral in Everett for the Department of Corrections officer that lost her life recently.

10.8 Sheriff Salisbury reported that the first Thursday of every month at 8:00 a.m. is the Sheriff's Advisory Board Breakfast at the Spencer Lake Resort. The turnout this month was very good, and they toured the Washington State Patrol Academy. Next month will be a presentation from the Jail Superintendent that will include a tour of the Mason County Jail and Sheriff Department.

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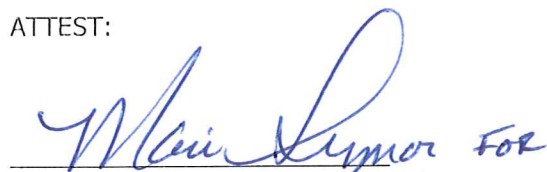
- 10.9 Bob Simons, Washington State University Extension Office Director, reported on upcoming gardening workshops. February 26th @ 1:00-3:30p.m. at Barnyard Gardens Nursery will be the next workshop. March 19th & 26th, April 16th & 30th, will be a series of classes coming up as well. The four workshops cost \$30.00 each person, or \$50.00 a couple. More information can be found at the Extension office or in the downstairs lobby of building #1.
- 10.10 Mr. Simons reported that there is an onsite sewage system workshop on Thursday, March 24th in Puyallup at the Researchers Demonstration Center in affiliation with Washington State Onsite Sewage Association.
- 10.11 Karen Herr, Mason County Auditor, reported that ballot collection boxes have been placed at the Port of Allyn, Port of Hoodsport and the drive-by box at Shelton Library. These are in addition to the existing ballot box outside of building 1.
11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.
12. Adjournment – The meeting adjourned at 9:55 a.m.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON


Lynda Ring Erickson, Commissioner


Tim Sheldon, Commissioner

ATTEST:


Shannon Goudy, Clerk of the Board


Jerry K. Lingle, Commissioner

ORDER
2011 Budget

IN THE MATTER OF:
SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFERS - NOTICE OF HEARING
RESOLUTION NO. 05-11
DATED AND PASSED: **January 18, 2011**
FOR SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFERS OF:

WHEREAS, a notice was published and a public hearing was held in accordance with RCW 36.40.100 and RCW 36.40.195 and with Resolution No. 05-11 (see Attachment B which is incorporated as part of this order).

THE BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY, hereby approves the SUPPLEMENTAL APPROPRIATION of:

WSU Extension-\$35,000 -DSHS contract (Youth in Action Program)and Stormwater Intergovernmental Revenues.

BUDGET TRANSFERS of:

Human Resources - \$15,100 budget transfer from Current Expense Ending Fund Budgeted Balance for wages and benefits.

BE IT FURTHER RESOLVED that this Supplemental Appropriation and Budget Transfers will be expended and recorded in the 2011 budget as listed in Attachment A which is also incorporated as part of this order.

PASSED in open session this 8 day of February 2011.

ATTEST:



Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON


Lynda Ring Erickson, Chair


Jerry K. Lingle, Commissioner

APPROVED AS TO FORM:


Prosecuting Attorney #37621
Chief DPA, Mason County


Tim Sheldon, Commissioner

C: Chief Finance Manager
Treasurer
WSU Extension
Human Resources
Commissioners

EXHIBIT A

RESOLUTION NO. 05-11
2011 BUDGET

SUPPLEMENTAL APPROPRIATION / BUDGET TRANSFER - NOTICE OF HEARING

WHEREAS, by reason of conditions which could not be reasonably foreseen at the time of making the budget for the year 2011, it is necessary to make provision for supplemental appropriation/budget transfer to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

WSU Extension - \$35,000 supplemental appropriation due to a \$25,000 Dept. of Social & Health Service contract to continue the Youth in Action Program and \$10,000 from the Ecology Stormwater grant through Mason County Public Works.

Human Resources - \$15,100 from the Current Expense Ending Fund Budgeted Balance to Current Expense Human Resources for wages and benefits.

Commissioner's Office - \$7,382 budget transfer from Current Expense Ending Fund Budgeted Balance for Commissioner District 3 benefits.

THEREFORE, BE IT RESOLVED BY THE Board of Mason County Commissioners:

That the 8th day of February, 2011 at the hour of 9:30 a.m. in the Mason County Commissioners Chambers in Courthouse Building I, 411 North Fifth Street, Shelton, Washington, is hereby fixed as the time and place for a public hearing upon the matter of a supplemental appropriation/budget transfer to the 2011 Budget as follows:

- WSU Extension - \$35,000 supplemental appropriation.
- Human Resources \$15,100 budget transfer.
- Commissioner's Office - \$7,382 budget transfer.

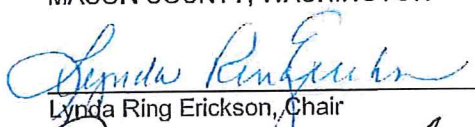
The Clerk of the Board is hereby authorized, empowered, and directed to cause notice of such hearing to be published as provided by law.

DATED this 18th day of January, 2011.

ATTEST:

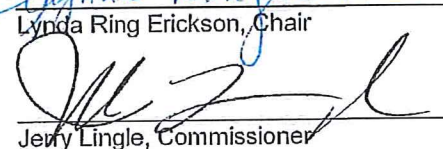

Shannon Goudy, Clerk of the Board


BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON


Lynda Ring Erickson, Chair

APPROVED AS TO FORM:


Prosecuting Attorney *Sam Only*


Jerry Lingle, Commissioner


Tim Sheldon, Commissioner

C: Auditor Financial Services
Treasurer

Publish 2x 1/27 & 2/3 - bill to Mason County Commissioners, 411 North 5th Street, Shelton

ORDER
2011 Budget

IN THE MATTER OF:
SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFERS - NOTICE OF HEARING
RESOLUTION NO. 05-11
DATED AND PASSED: **January 18, 2011**
FOR SUPPLEMENTAL APPROPRIATION/BUDGET TRANSFERS OF:

WHEREAS, a notice was published and a public hearing was held in accordance with RCW 36.40.100 and RCW 36.40.195 and with Resolution No. 05-11 (see Attachment B which is incorporated as part of this order).

THE BOARD OF COUNTY COMMISSIONERS OF MASON COUNTY, hereby approves the SUPPLEMENTAL APPROPRIATION of:

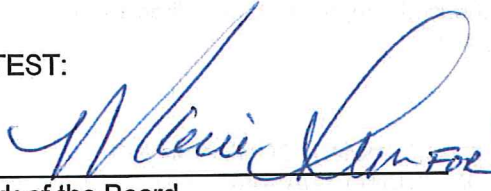
BUDGET TRANSFERS of:

Commissioners - \$7,382 budget transfer Current Expense Ending Fund Budgeted Balance for Commissioner District 3 benefits.

BE IT FURTHER RESOLVED that this Supplemental Appropriation and Budget Transfers will be expended and recorded in the 2011 budget as listed in Attachment A which is also incorporated as part of this order.

PASSED in open session this 8 day of February 2011.


ATTEST:


Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

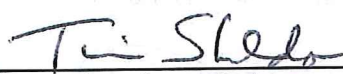

Lynda Ring Erickson, Chair

APPROVED AS TO FORM:


Jerry K. Lingle, Commissioner


Prosecuting Attorney #37621

Chief OIA, after conf


Tim Sheldon, Commissioner

C: Chief Finance Manager
Treasurer
WSU Extension
Human Resources
Commissioners

EXHIBIT B

<u>Budget Order</u>					
Resolution # 05-11			Approved:		
			<u>Revenues</u>	<u>Expenditures</u>	
<u>001-010-000</u>	<u>WSU Extension</u>				
Resources:					
333.99.58.0010	DSHS via SMHS Block Grant	\$ 25,000.00			
349.58.00.0480	Intergovernmental Revenue Stormwater	10,000.00			
<u>001-010-000</u>	<u>WSU Extension</u>				
Uses:					
571.21.41.0010	Professional Services/DSHS			\$ 16,360.00	
571.21.51.0010	MOU:WSU Stormwater			10,000.00	
571.21.51.0068	MOU: WSU/DSHS			8,640.00	
	Department Subtotal	\$ 35,000.00		\$ 35,000.00	
<u>001-057-000</u>	<u>Human Resources</u>				
Uses:					
516.10.10.0010	Human Resources Director			\$ 8,028.00	
516.10.10.0020	Personnel Analyst			5,053.00	
516.10.20.0010	Industrial Insurance			103.00	
516.10.20.0020	Social Security/Medicare			1,001.00	
516.10.20.0030	State Retirement			915.00	
	Department Subtotal	\$ -		\$ 15,100.00	
<u>001-080-000</u>	<u>Commissioners</u>				
Uses:					
511.60.20.0040	Social Security/Medicare			\$ 7,382.00	
	Department Subtotal	\$ -		\$ 7,382.00	
<u>001-320-000</u>	<u>Other Reserves</u>				
Uses:					
508.00.00.0000	Budgeted Ending Fund Balance			(22,482.00)	
	Department Subtotal			\$ (22,482.00)	
Net Current Expense Expenditure Budget Supplemental		\$ 35,000.00		\$ 35,000.00	