BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

November 6, 2012

- 1. Call to Order The Chairperson called the regular meeting to order at 9:02 a.m.
- 2. Pledge of Allegiance Mike Olsen led the flag salute.
- 3. Roll Call Present: Commissioner District 1 Lynda Ring Erickson; Commissioner District 2 Tim Sheldon; Commissioner District 3 Steve Bloomfield.
- 4. Correspondence and Organizational Business
 - 4.1 Correspondence
 - 4.1.1 The Washington State Department of Transportation responded to the Board's letter regarding proposed ferry service reductions.
 - 4.1.2 The Washington State Liquor Control Board sent notice of a new liquor license application for Union Square Deli.
 - 4.1.3 The Mason County Treasurer provided 2012 refund information for the Current Expense, Mental Health and Veteran's Relief funds.
 - 4.1.4 Richard Adamson, Cynthia Brehmeyer and Julie Gray are seeking appointment to the Fairgrounds Financial Study Advisory Committee.
 - 4.2 Roxanne Bruner, Civil Service, read a news release announcing a vacancy on the Civil Service Commission.
 - 4.3 Michael MacSems, Department of Community Development, read a news release announcing a vacancy on the Historic Preservation Commission.
 - 4.4 Barbara Adkins, Department of Community Development, read a news release announcing a vacancy on the Planning Advisory Commission.
- 5. Open Forum for Citizen Input -
 - 5.1 Annette McGee asked how much it was going to cost the County to settle the Teamsters contract. She also wanted to know if it would come out of the 2012 or 2013 budget.
 - Cmmr. Ring Erickson explained that the County was still in mediation so there wasn't a firm number yet.
- 6. Adoption of Agenda Cmmr. Sheldon added an election update from the Auditor under item 10.
 - Cmmr. Sheldon/Bloomfield moved and seconded to adopt the agenda as amended. Motion carried unanimously. RE-aye; S-aye; B-aye.
- 7. Approval of Minutes October 1, 2012 briefing meeting minutes; October 15, 2012 and October 22, 2012 minutes for 2013 Budget Workshops; October 16, 2012 joint Port of Shelton meeting minutes; and October 23, 2012 regular meeting minutes.
 - Cmmr. Bloomfield/Sheldon moved and seconded to approve the October 1, 2012 briefing meeting minutes; October 15, 2012 and October 22, 2012 minutes for 2013 Budget Workshops; October 16, 2012 joint Port of Shelton meeting minutes; and October 23, 2012 regular meeting minutes. Motion carried unanimously. RE-aye; S-aye; B-aye.

8. Approval of Action Agenda:

- 8.1 Approval for the Chair to sign an agreement in the amount of \$150,000 with the Washington State Department of Archeology and Historic Preservation to provide partial funding for the completion of the East Courtroom in the basement of the Historic Mason County Courthouse. Funding is from a legislative appropriation from the 2012 legislative session.
- 8.2 Approval for the Chair to sign an office lease with the Thurston County Prosecuting Attorney to lease one office, 158 sq. ft. of office space in County Building #2. Cost is \$135 per month plus \$29 per month for phone service and \$74 per month for internet service. The lease is month to month and will be used by the Crime Victims Assistance Program.
- 8.3 Approval for the Chair to sign an office lease with the Youth Empowerment Strategies (YES) to lease 900 sq ft of office space in County Building #2. Cost is \$150 per month plus utilities, valued at \$250 per month. The lease is month to month and will be used by the community programs for youth who have been displaced by the renovation of the community center/armory.
- 8.4 Approval of Consolidated Contract C16893 Amendment 5. This Amendment to the 2012-2014 Consolidated Contract increases the maximum consideration of the contract by \$102,200 to a total maximum of \$1,230,412.00. The changes in this contract were made in the Pollution ID and Correction Program.
- 8.5 Approval of Amendment #1 to the Interlocal Agreement Between Mason County Public Health and Thurston County to continue Dr. Yu's services as Mason County's Health Officer in the amount of \$47,489 for 2013.
- 8.6 Approval of a resolution setting a public hearing on Tuesday, December 4, 2012 at 9:30 a.m. to consider a \$13,000 budget transfer to Human Resources Department for the interim Human Resources Director services. **Resolution No. 74-12 (Exhibit A)**
- 8.7 Approval of the resolution establishing the County contribution toward employee medical insurance premiums for Elected Officials and eligible Non-Union Employees. The total 2013 County contribution, \$900 per person, will remain the same level as 2012, and this is only a change in allocation. **Resolution No. 75-12 (Exhibit B)**
- 8.8 Approval to set a public hearing on Monday, December 3, 2012 at 9 a.m. to consider the 2013 budget for Mason County. Copies of the 2013 preliminary budget will be available to the public on November 19th.
- 8.9 Approval of the grant allocating an additional \$4,000 to Faith in Action from 2163 Funds for utility assistance to eligible people in the north end of Mason County and authorize the Chair to sign the contract.
- 8.10 Approval of the resolution amending the Non-Union Salary Range Alignment Table to reflect a salary range adjustment for Human Resources Director from Range 39 to Range 43 <u>OR</u> to Range 44. **Resolution No. 76-12 (Exhibit C)**
- 8.11 Approval to authorize the Equipment Rental & Revolving Fund Manager to call for bids to furnish Mason County with one new Cab and Chassis with 10/12 yard dump body, plow and sander for Public Works. Date and time of opening to be December 5, 2012 at 9:00 a.m.
- 8.12 Approval of the Veterans Assistance Fund application for: Francis Diamantine Food \$150.00; Michelle Hammond Housing \$600.00; William Hayden, Jr. Food \$150.00 & Utilities \$150.00; Glen R. Johnson (Cecelia) Utilities \$42.26; LeRoy Kranzler Housing \$150.00; Charles Manning Housing \$600.00; Robert D. Rietze Utilities \$79.40 & Food \$150.00; and Randy S. Woods Utilities \$382.69 for a total of \$2,454.35 as recommended by the Veterans Assistance Fund Screening Committee.
- 8.13 Approval of Warrants

Claims Clearing Fund Warrant #s 209855-211414 \$6,708,082.93 Salary Clearing Fund Warrant #s 6129-6199 \$ 281,942.60 Direct Deposit Fund Deposit #s 41476-42210 \$1,322,982.98

Cmmr. Ring Erickson asked that item 8.10 be removed for a separate vote.

Tom Davis and Annette McGee had questions on item 8.5.

Ms. McGee also had questions on items 8.2 and 8.3.

Item 8.5

Mr. Davis asked what services were provided by Dr. Yu.

Ms. McGee asked if the Board had considered going out to bid for a local doctor.

Vicki Kirkpatrick, Public Health Director, explained that Thurston County has historically been the contractor for Health Officer duties. The Health Officer provides the authority for almost everything the Health Department does. It is a mandated position that has several requirements, including a Masters in Public Health. It is very common for jurisdictions to share health officers. There are also local physicians that are appointed by the Board to back up Dr. Yu. She went over the responsibilities of the Health Officer and noted that Dr. Yu is retiring in 2013 so the Commissioners could look at other options in the future.

Item 8.2 and 8.3

Ms. McGee asked if the Facilities Department had budgeted for the items.

Cmmr. Ring Erickson clarified that an outside agency was renting from the County. It would be revenue to the County.

Cmmr. Sheldon/Bloomfield moved and seconded to approve action items 8.1 through 8.13, with the exception of item 8.10. Motion carried unanimously. RE-aye; S-aye; B-aye.

Item 8.10

Cmmr. Ring Erickson asked the Human Resources department to explain why the item was on the agenda.

Pat LeMay, Interim Human Resources Director, explained that the item was submitted after the Board requested a salary survey of surrounding comparable counties. The survey indicated that the recruitment for a permanent Human Resources Director would fit more closely between ranges 43 and 44.

Mr. Davis asked the salary dollar amounts.

Mr. Lemay provided the salary amounts for ranges 39, 43 and 44. The higher salary range was reflective of what comparable counties were paying for a similar position.

Mr. Davis asked if the salary range was also being changed to attract applicants for the position.

Mr. LeMay explained that of the thirteen applications that were received for the position, only two people were qualified. One pulled out and the other was interviewed and not found to be suitable. The salary was increased in hopes of attracting more candidates.

Mr. Davis asked if Mr. LeMay felt that the former Director was underpaid.

Mr. LeMay replied that the former Director's pay was about \$78,000 and she did leave after two years for higher pay in a different jurisdiction.

Cmmr. Sheldon thought that raising the salary would attract a qualified candidate that would stay. It could also save the county money because consultants wouldn't need to be hired as often.

Cmmr. Bloomfield agreed that the wages needed to be increased to attract a more qualified candidate.

Cmmr. Ring Erickson commented that she would vote against the item because there was a competent director that wanted more pay who left because she couldn't get an increase. She didn't think it would be ethical to raise the salary for someone else to do the same job. She noted that the elected officials were not receiving raises.

Mr. Davis thought that a good person was lost because of wages. There was also an issue of not having enough support staff. The additional support staff should be considered along with upping the salary range.

Ms. McGee wanted to know if the last Director left because of the salary or for other reasons. She thought there were other issues besides the salary.

Cmmr. Bloomfield stated that all of the employees' salaries needed to be looked at. The Director never projected a hardship with anything else in the office. Her personal reasons for leaving didn't need to be discussed. He was concerned that a qualified candidate was not found after a thorough search.

Cmmr. Sheldon noted that the Director never expressed any negative reasons for leaving the job.

Cmmr. Sheldon/Bloomfield moved and seconded to approve item 8.10 at Range 43. Motion carried. RE-nay; S-aye; B-aye.

- 9. 9:30 a.m. Public Hearings and Items Set for a Certain Time -
 - 9.1 Public hearing to consider extending the moratorium on Collective Gardens (medical cannabis) for six months, expiring on May 8, 2013.

Barbara Adkins, Department of Community Development, explained that the RCW allows for medical cannabis and for qualified individuals to participate in collective gardens. The code also allows for jurisdictions to adopt zoning regulations for collective gardens. The department has looked at the issues and hasn't found anything that works for the county. There is also Initiative 502 on the ballot today that could change how cannabis is regulated. She was hoping that this would be the end of the extensions on the moratorium that the department would require.

There were no questions for staff or public testimony.

Cmmr. Bloomfield noted that the issue had been kicked down the road and he wouldn't want to see it kicked again.

Cmmr. Sheldon didn't think the current initiative would clarify things. He didn't believe the State could regulate something that was illegal under the Federal government. He would like to see medical marijuana dispensed in a pharmacy under Federal regulations.

Cmmr. Ring Erickson stated that the issue has been problematic for several counties. Mason County doesn't want to be the test case and end up spending millions of dollars in court. She hoped the current initiative would clarified the issue a bit.

Cmmr. Sheldon/Bloomfield moved and seconded to approve the findings of fact as presented and extend the moratorium on collective gardens until May 8, 2013. Motion carried unanimously. RE-aye; S-aye; B-aye. Ordinance 77-12 (Exhibit D)

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

- 10.1 Karen Herr, Auditor, provided an Election Day update. So far they have received about 63% of the ballots back. She encouraged people to drop their ballots in the drop boxes instead of mailing to be sure the ballot was received in time.
- 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 10:12 a.m.

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

Lynda Ring Erickson, Chair

ATTEST:

Shannon Goudy Clerk of the Boar

Tim Sheldon, Commissioner

Steve Bloomfield, Commissioner

RESOLUTION NO.

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 2012, it is necessary to make provision for a budget transfer to the budget as required by RCW 36.40.100, and RCW 36.40.195 for the following:

Human Resources - \$13,000 budget transfer for interim Human Resources Director

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

That the 4th day of December, 2012 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 budget transfer to the 2012 Budget as follows:

Human Resources - \$13,000 budget transfer for interim Human Resources Director

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 6th day of November, 2012.

BOARD OF COUNTY COMMISSIONERS MASON COUNTY, WASHINGTON

ATTEST:

APPROVED AS TO FORM:

Tim Sheldon, Commissione

Tim Whitehead, Chief Deputy Prosecuting

Attorney

Stéve Bloomfield, Cómmissioner

Auditor Financial Services Treasurer

Publish 2x 11/15 & 11/22 - bill to Human Resources, 411 North 5th Street, Shelton

RESOLUTION NO. 16012 AMENDING RESOLUTION 01-12 HEALTH INSURANCE CONTRIBUTIONS FOR ELECTED OFFICIALS AND NON-UNION EMPLOYEES

WHEREAS, RCW 36.40.080 states that ... the Board of County Commissioners shall fix and determine each item of the budget separately and shall by resolution adopt the budget...,

WHEREAS, RCW 36.16.070 states that ... the Board shall fix the compensation of all employees...,

WHEREAS, the Board has determined that the County's contribution towards health insurance premiums for Elected Officials and eligible Non-Union employees should be adjusted;

NOW THEREFORE BE IT RESOLVED, effective January 2013, the Board of County Commissioners does hereby establish the County's health insurance contribution rate for Elected Officials and eligible Non-Union Employees as follows:

\$721 per month per Elected Official/Employee for those individuals enrolled on medical as an employee only (no dependent coverage). This contribution also covers dental, vision, basic life and basic long-term disability insurance.

\$1,055 per month per Elected Official/Employee for those individuals enrolled on medical as employee with one or more dependents. This contribution also covers dental, vision, basic life and basic long-term disability insurance.

Approved this 6 day of November 2012

BOARD OF COUNTY COMMISSIONERS

Lynda Ring Erickson, Chairperson

Steve Bloomfield, Commissioner

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Tim Sheldon, Commissioner

Attest:

Shannon Goudy, Clerk of the Board

Approved as to Form:

Tim Whitehead, Chief Deputy Prosecutor

c: Financial Services, Payroll Human Resources

All Elected Officials and Department Heads

2013 NON-UNION & ELECTED OFFICIALS HEALTH BENEFITS County Contribution Calculations (\$900 Pooled)

Headcount as of October 2012
Excluded Prosecutors/IWA which has PEBB medical

Single coverage @ \$900 minus actual of \$721* = \$179 savings each per month \$179 x 18 Singles = 4 Medical Waivers @ \$900 minus \$142.47 for PEBB Dental, LTD, Life = 2 Medical Waivers that cannot have double PEBB coverage minus \$127.30 for WCIF dental, vision, life	\$3,222.00 \$3,030.12 \$1,545.40
Total per month for dependent coverage =	\$7,797.52
\$7,797.52 divided by 50 dependent coverages =	\$ 155.95

^{* \$721} is the largest potential premium for a single coverage.

Pooled County Contributions

\$900 + \$155 = \$1,055 County Contribution for Dependent Coverages \$ 721 County Contribution for Single Coverage

"NUMedCalc2013"

NON - UNION Full PEBB Package 2013 County Contribution Amounts

************	Employee *******	Employee and Spouse	Employee & Child(ren)	Employee Spouse & Child(ren)
Group Health Classic County Contribution Employee Pays (payroll deduction)	\$720.95	\$1,299.43	\$1,154.81	\$1,733.29
	(721.00)	(1,055.00)	(1,055.00)	(1,055.00)
	None	\$244.43	\$99.81	\$678.29
Group Health Value County Contribution Employee Pays (payroll deduction) ************************************	\$671.51	\$1,200.55	\$1,068.29	\$1,597.33
	(721.00)	(1,055.00)	(1,055.00)	(1,055.00)
	None	\$145.55	\$13.29	\$542.33
Group Health High Deductible County Contribution Employee Pays (payroll deduction)	\$650.06	\$1,154.69	\$1,043.12	\$1,489.42
	(721.00)	(1,055.00)	(1,055.00)	(1,055.00)
	None	\$99.69	None	\$434.42
Uniform Medical Classic County Contribution Employee Pays (payroll deduction)	\$682.12	\$1,221.77	\$1,086.86	\$1,626.51
	(721.00)	(1,055.00)	(1,055.00)	(1,055.00)
	None	\$166.77	\$31.86	\$571.51
Uniform Medical High Deductible County Contribution Employee Pays (payroll deduction) ************************************	\$636.24	\$1,126.55	\$1,018.56	\$1,450.54
	(721.00)	(1,055.00)	(1,055.00)	(1,055.00)
	None	\$71.55	None	\$395.54

Medical Waived: \$142.47/month for Dental, Life, LTD

Annual deductibles (Don't apply to preventative care):

Group Health Classic - \$250/person, \$750/family

Group Health Value - \$350/person, \$1,050/family

Group Health High Deductible - \$1,400/person or \$2,800/family

Uniform Medical Classic - \$250/person, \$750/family

Uniform High Deductible - \$1,400/person or \$2,800/family

Co-pays:

Group Health Classic - \$15 for regular office visit, \$30 for specialist

Group Health Value - \$20 for regular office visit, \$40 for specialist

Group Health High Deductible - 10%, 30% for extended network (details provided in Nov)

Uniform Medical Classic - 15%

Uniform Medical High Deductible - 15%

Dental Plan Selections:

Uniform Dental Group #3000 (WDS dentist network), Delta Care Group #3100 (managed care, limited dentists)

Willamett Dental (managed care, their facilities)

PEBB dental plans will not coordinate benefits with another plan unless the other plan pays less than PEBB would pay for a procedure. PEBB will only pay up to their maximum allowable for a procedure, minus amount paid by primary plan.

Vision Benefit (subject to annual deductible): \$150 for glasses or contacts every 2 yrs.

Use participating clinics with medical plan network

Excel: NUMedicalPEBB2013

RESOLUTION NO. 76-12 AMENDING RESOLUTION 64-12 TO IMPLEMENT A REVISED NON-UNION SALARY RANGE ALIGNMENT

WHEREAS, RCW 36.40.080 states that ...the Board of County Commissioners shall fix and determine each item of the budget separately and shall by resolution adopt the budget...,

WHEREAS, RCW 36.16.070 states that ... the Board shall fix the compensation of all employees...,

WHEREAS, the Human Resources Director currently at Range 39 is inconsistent with comparable counties and causes difficulties in attracting qualified applicants for the current vacancy. The Board desires to make a salary range adjustment to reflect the comparables.

WHEREAS, the Board approves of the adjustment of the salary ranged for the job classification Human Resources Director, from Range 39 to Range 43 on the Non-Union Salary Alignment table.

NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners does hereby amend the Non-Union Salary Range alignment to reflect the above change effective November 1, 2012

Approved this 10 day of November 2012.

BOARD OF COUNTY COMMISSIONERS
MASON COUNTY, WASHINGTON

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Shahnon Goudy, Clerk of the Boald

APPROVED AS TO FORM:

ATTEST:

Steve Bloomfield, Commissioner

Lynda Ring Erickson, Chairperson

Tim Sheldon, Commissioner

Tim Whitehead, Chief Deputy Prosecuting Attorney

ORDINANCE NUMBER 77.12

AN ORDINANCE EXTENDING THE MORATORIUM ON COLLECTIVE GARDENS ESTABLISHED UNDER ORDINANCES: 63-11, 59-11, 80-11 And 43-12.

WHEREAS, on July 19 the Board of County Commissioners ("Board") imposed a moratorium on collective gardens as defined in E2SSB 5073 for a period of ninety days; and WHEREAS, on September 6 and 22, 2011 the Board adopted Findings in support of the Moratorium to continue for a ninety day period terminating on November 16, 2011; and

WHEREAS, on November 15, 2011 the Board adopted Findings (Ordinance 80-11) in support to extend the Moratorium for a six month period to expire on May 16, 2012; and

WHEREAS, on May 8, 2012 the Board adopted Findings (Ordinance 43-12) in support to extend the Moratorium for a six month period to expire on November 8, 2012; and

WHEREAS, the intent of the Moratorium is to allow Mason County to address collective gardens in the County's Development Regulations as provided under RCW 39.51A.140; and

WHEREAS, Development Regulations have not yet been adopted by the County and an extension of the Moratorium for an additional six (6) months is needed to complete this process; and

WHEREAS, unless a zoning moratorium is imposed, collective gardens may be located within Mason County while the County lacks the necessary tools to ensure the location is appropriate and that the potential secondary impacts of collective gardens are minimized and mitigated; and

WHEREAS, the Board of County Commissioners deems it to be in the public interest to establish a zoning moratorium pending consideration of land use regulations to address collective gardens; and

WHEREAS, the County seeks to extend the moratorium on "collective gardens" as defined in RCW 69.51A.085 with a public hearing pursuant to RCW 36.70A.390, and

WHEREAS, a public hearing was held on November 6, 2012 to allow for public testimony on said moratorium extension, and

NOW, THEREFORE, the Mason County Board of Commissioners do ordain as follows:

Section 1. The recitals set forth above are hereby adopted as the Board's preliminary findings in support of extending the moratorium imposed by Ordinance #43-12. The Board may, in their discretion, adopt additional findings at the conclusion of the public hearing referenced in Section 3 below.

Section 2. Pursuant to the provisions of RCW 36.70A.390, an extension of the zoning moratorium is hereby approved in Mason County prohibiting the establishment, maintenance or continuation of any collective garden.

Section 3. As provided in RCW 36.70A.390, the Board of County Commissioners set a public hearing for November 6, 2012 to take public testimony and to consider adopting further findings justifying extending the moratorium set forth in Section 2 above.

Section 4. The moratorium set forth in this Ordinance shall be extended in effect for a period of six months from the date this Ordinance is passed and shall automatically expire on May 8, 2013 unless extended as provided in RCW 36.70A.390, or unless terminated sooner by the Mason County Board of Commissioners.

Section 5. The Mason County Department of Community Development is hereby authorized and directed to continue drafting regulations regarding collective gardens.

Section 6. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance, or the application of the provision to other persons or circumstances is not affected.

DATED this 6th day of NOVEMBEL, 2012.

ATTEST:

Shannon Goudy, Clerk of the Board

APPROVED AS TO FORM:

Tim Whitehead, Chief DPA

BOARD OF COUNTY COMMISSIONERS

MASON COUNTY, WASHINGTON

Lynda Ring Erickson, Chair

Tim Sheldon, Commissione

Steve Bloomfield, Commissioner