

## BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

December 10, 2013

1. Call to Order – The Chairperson called the regular meeting to order at 9:03 a.m.
2. Pledge of Allegiance – Mary Jean Hrbacek led the flag salute.
3. Roll Call – Present: Commissioner District 1 - Randy Neatherlin; Commissioner District 2 – Tim Sheldon; Commissioner District 3 – Terri Jeffreys.
4. Correspondence and Organizational Business
  - 4.1 Correspondence
    - 4.1.1 Grays Harbor County Commissioners request to re-appoint Corby Varness to the Timberland Regional Library Board.
    - 4.1.2 Received letter from the Mason County Chamber of Commerce supporting the Mason County Sheriff's Office commitment to protecting the community.
    - 4.1.3 2014 budget received from Fire District #9 and Fire District #11.
    - 4.1.4 Cynthia Brehmayer is seeking appointment to the Parks & Trails Advisory Board.
    - 4.1.5 Marilyn Vogler is seeking appointment for the Lewis-Mason-Thurston Area Agency on Aging.
    - 4.1.6 Received a letter from Jeff Carey regarding the 2014 sewer rate increases for North Bay Case Inlet.
  - 4.2 Tom Moore presented a news release for the 2014 Water and Sewer Utility system Rate and Fee Increases.
  - 4.3 Debbie Riley presented a news release stating that the Mason County Public Health & Human Services office will be closed from 11:00 a.m. to 1:00 p.m. on Tuesday, December 17, 2013 for staff development.
5. Open Forum for Citizen Input –
  - 5.1 Monte Ritter, a member of the Mason County Parks Advisory Board expressed concern with the future of local parks. He explained that County was considering rejecting an RCO grant that would help cover half of the required work at the MCRA Park to resurface fields 6 and 7 and asked the Board of County Commissioners to reconsider the RCO Grant. Cmmr. Sheldon stated that the County has spent a tremendous amount of money on numerous parks and improvements at MCRA Park over the last few years with funds generated by sales and the use of Real Estate Excise Tax (REET). Cmmr. Jeffreys commented that it wasn't prudent to use all the funds available on the RCO Grant. Cmmr. Neatherlin agreed with Cmmr. Jeffreys adding they have to utilize where their priorities are.
  - 5.2 Beverly Godwin inquired if the Board has sent a letter with the 4,000 signatures to the FAA? Cmmr. Jeffreys apologized, commenting that she was currently working on a draft letter that would be ready to send out the following week
  - 5.3 Michael Siptroth, a member of the Mason County Parks Advisory Board addressed the Commissioners requesting that they honor the Comprehensive Plan that was approved last year to resurface the park fields at Sand Hill and MCRA Parks. Cmmr. Sheldon commented that the use of the REET tax to invest in the Belfair sewer project is an investment opportunity for the community which will help generate more funds in the future. Cmmr. Neatherlin stated that the REET funds were not set up for only parks. He explained that they were created to bring about more real estate sales. Cmmr. Jeffreys added that it is important to build a community with parks, sewers, roads and water.
  - 5.4 Steve Bloomfield inquired about the 2014 Water and Sewer Utility system Rate and Fee Increases under item 4.2. He asked Tom Moore, Deputy Director of Public Works and Utilities, about collections and if they were current on arrears? Tom explained that they fluctuate regularly, but there is always about 10% of the budget that is delinquent due to collections.

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- 5.5 Patricia VanDehey mentioned that there will be a public hearing on the effects and environmental impacts on CO2 Targets for 2020 and 2030 in Olympia from 2 – 5 p.m. on Friday, December 13.
6. Adoption of Agenda - **Cmmr. Sheldon/Jeffreys moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; J-aye.**
7. Approval of Minutes – December 2 special meeting and December 3 regular meeting minutes. **Cmmr. Jeffreys/Sheldon moved and seconded to approve December 2 special meeting and December 3 regular meeting minutes. Motion carried. N-aye; S-aye; J-aye.**
8. Approval of Action Agenda:
- 8.1 Approval of agreement with Coastal Business Services Group, Inc. not to exceed \$92,664 annually to perform custodial services and floor care for Mason County buildings and facilities. Agreement shall commence on January 1, 2014 and the term shall be for one year with two one-year options.
- 8.2 Approval for Chair to sign Real Estate Multiple Listing Forms. The agreement will facilitate marketing and selling Mason County Surplus Real Estate. This property is 24.9 acres of undeveloped property south of Belfair. This item was tabled from November 26, 2013.
- 8.3 Approval for Chair to sign a Road Use Agreement with Twin Views LLC. to facilitate access to logging crews to County owned property that is planned for timber sales in 2013/2014.
- 8.4 Approval of Veterans Assistance Fund applications for: Food \$450.00 and Utilities \$61.03 for a total of \$511.03 as recommended by the Veterans Assistance Fund Screening Committee.
- 8.5 Approval of Interagency Agreement between Tacoma-Pierce County Health Department and Mason County Health Department. The agreement is to provide online food worker training, testing and food worked cards to people working in Mason County. The effects of this agreement have been budgeted for the 2014 contract year.
- 8.6 Approval of the January, 2014 through December, 2016 Collective Bargaining Agreement for the AFSCME Local 1504 bargaining unit representing designated employees within the Offices of the Auditor, Assessor, Treasurer, County Clerk, Division of Emergency Management and the District Court.
- 8.7 Approval of the January, 2014 through December, 2016 Collective Bargaining Agreement for the Deputy Prosecuting Attorneys bargaining unit as represented by Woodworkers Local lodge W38, I.A.M.
- 8.8 Approval of a budget reserve to fund the 2014 tentative agreement of the County with the Teamsters Union Local 252 - Community and Family Health bargaining unit to provide for a \$990 county contribution to the medical program of the bargaining unit and a 1.44% COLA for 2014 to be consistent with the majority of other bargaining units and the non-represented employees in regard to these economic items. **EXHIBIT A**
- 8.9 Approval of a budget reserve to fund the 2014 tentative agreement of the County with the Engineers Guild bargaining unit to provide for a \$990 county contribution to the medical program of the bargaining unit and a 1.44% COLA for 2014 to be consistent with the majority of other bargaining units and the non-represented employees in regard to these economic items.
- 8.10 Approval of a Resolution to provide to Elected Officials and Non-Represented employees a \$990 County Contribution to Medical programs, a 1.44% CPI-based cost-of-living adjustment and authorize step increases consistent with current policy.

Questions from the audience were answered regarding 8.3. Cmmr. Neatherlin explained that it is a mutual agreement to access the property because it is landlocked.

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Cmmr. Neatherlin asked for more detail regarding 8.2.

Item 8.2 was removed for a separate vote.

**Cmmr. Sheldon/Jeffreys moved and seconded to approve action items 8.1 through 8.10, excluding 8.2. Motion carried unanimously. N-aye; S-aye; J-aye.**

Item 8.2

Approval for Chair to sign Real Estate Multiple Listing Forms. The agreement will facilitate marketing and selling Mason County Surplus Real Estate. This property is 24.9 acres of undeveloped property south of Belfair. This item was tabled from November 26, 2013.

Cmmr. Neatherlin stated that he has no intention to sign until there are more explanations to the agreement and a written disclaimer. It was discussed in detail.

**Cmmr. Sheldon/Jeffreys moved and seconded to approve the Chair to sign the Real Estate Multiple Listing Form upon completion. Motion carried unanimously. N-aye; S-aye; J-aye.**

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

- 9.1 Public hearing to consider approval of lease for Mason County Tidelands located on Harstine Island.

John Keates, Mason County Facilities, Parks and Trails Director, explained the proposed lease agreement on 19.14 acres located on Harstine Island. A request for proposal was issued with instructions to address selection criteria which included an operations plan, demonstrated experience, maintenance, environmental plan, and compensation to the county. Three applications were received on October 18, 2013. Staff and Mason County Citizen Advisory Board reviewed the applications. The advisory committee recommended the possibility to enter into a lease agreement with Taylor Shellfish or Seattle Shellfish.

Cmmr. Neatherlin asked if they were prepared to enter into agreement today, or if there is an option to negotiate the length of the lease. John explained that they have not negotiated a contract until after approval from the Commissioners. He added that they would entertain a 16 to 20 year contract.

Cmmr. Sheldon commented that this is a very valuable to lease the property and would be a good return for the public.

Questions from the audience were answered regarding harvesting.

Cmmr. Jeffreys stated that based on public comment, there was an overwhelming response to the offer of 15% of the gross harvest, which is very lucrative. She commented on the level of experience and track record of Seattle Shellfish.

Cmmr. Sheldon commented on the proposal submitted by Seattle Shellfish. He commented on their level of experience with over 500,000 hours of dive hours, developing best management practices for geo duck harvesting, and the proposed sharing of the profits and revenue.

Cmmr. Sheldon also commented on Taylor Shellfish, stating that they are also a wonderful company adding how fortunate they are to have two of the leading companies in the world bidding on this proposal.

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Cmmr. Neatherlin commented that Seattle Shellfish would utilize more of the land and the amount of jobs it would generate and would be a great benefit to the County.

Cmmr. Jeffreys made a motion to approve the resolution authorizing the lease of Mason County owned tidelands to Seattle Shellfish.

Cmmr. Neatherlin asked for clarification on the 15% gross with the full extension up to 32 years. It was discussed in detail.

**Cmmr. Sheldon/Neatherlin moved and seconded the motion to enter into a lease agreement with Seattle Shellfish for the lease of County owned tideland on parcel #22001-44-60570 for a term with a minimum duration of 16 years with a renewal clause to be determined through negotiation with the Facilities, Parks and Trails Director to be approved by the Commissioners. Motion carried unanimously. N-aye; S-aye; J-aye. EXHIBIT B**

9.2 Public hearing continued for the 2014 budget.

Dawn Twiddy, Budget Analyst, gave overview with adjustments made to the 2014 budget. She explained that they were currently working with other departments in regards to COLA, medical and step increases. She listed the preliminary adjustments anticipated for the 2014 ending fund balance of \$33,153,396.

Cmmr. Neatherlin clarified that the reduction in the budget for the Sheriff's Department, was not a reduction in their budget but a reduction in their request for an increase.

Staff answered questions from the audience regarding final adjustments made to the budget.

**Cmmr. Jeffreys/Shelton moved and seconded the motion to close the public hearing and place the adoption of the 2014 budget on the December 17 agenda as Item 10.1. Motion carried unanimously. N-aye; S-aye; J-aye.**

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

10.1 Selection of Budget Manager position.

Bill Kenny, Director of Human Resources gave an overview on the Budget Manager position and explained that the interviews were conducted on December 2 under Executive Session per RCW 42.30. He asked the Board if there was an applicant that would satisfy the position.

**Cmmr. Jeffreys/Sheldon moved and seconded to approve to selection of candidate #3 to fill the Budget Manager position. Motion carried unanimously. N-aye; S-aye; J-aye.**

Cmmr. Neatherlin announced candidate #3 as Frank Pinter.

10.2 Bob Simmons, WSU Extension Chair, reported that the Noxious Weed Control Program received additional grant money that was not anticipated.

11. Board's Reports and Calendar - The Commissioners reported on meetings attended the past week and announced their upcoming weekly meetings.

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12. Adjournment – The meeting adjourned at 10:25 a.m.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

  
\_\_\_\_\_  
Randy Neatherlin, Chair

  
\_\_\_\_\_  
Tim Sheldon, Commissioner

ATTEST:

  
\_\_\_\_\_  
Clerk of the Board

  
\_\_\_\_\_  
Terri Jeffreys, Commissioner

RESOLUTION NO. 67-13  
AMENDING RESOLUTION 77-10, 92-12, 147-07 and 43-13  
HEALTH INSURANCE CONTRIBUTIONS, STEP INCREASES  
AND 1.44% COLA FOR ELECTED OFFICIALS AND NON-REPRESENTED 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; and

**WHEREAS**, RCW 36.16.070 states that the Board shall fix the compensation of all employees; and

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

**NOW THEREFORE BE IT RESOLVED**, effective January 1, 2014, the Board of County Commissioners does hereby establish the County's health insurance contribution rate for Elected Officials and eligible Non-Represented Employees at \$990 (Nine Hundred and Ninety dollars) per month utilizing the pooling method, and resulting in a distribution as follows:

**\$726 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.

**\$1,133 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.

**WHEREAS**, the Board has determined that a 1.44% COLA for all Elected Officials (whose compensation is under the purview of the Board) and Non-Represented employees is warranted based on 80% of the June to June 2013 Consumer Price Index (CPI) as reflected by the US Government BLS for "US All Cities" Index as the majority of Union Bargaining Units are receiving the same compensation adjustment in order to reduce the adverse effect of inflation; and


**WHEREAS**, modification and amendment of Board Resolution No. 77-10, which limited the salary of certain Elected Officials to a percentage of that which is paid to the County Commissioner(s), is necessary to accomplish the afore-mentioned COLA adjustment; and

**WHEREAS**, modification and amendment of Board Resolution No. 92-12, which limited the changes in salary without specific approval of the board is amended to provide for and allow Step increases for Non-Represented employees, consistent with policy; and

**NOW THEREFORE BE IT RESOLVED**, effective January 1, 2014, the Board of County Commissioners does hereby amend the Non-Represented Salary Range Table by 1.44%, and provide for Step increases for Elected Officials and Non-Represented Employees to be equitable and consistent with the majority of those employees under collective bargaining agreements.

Approved this 10 day of December 2013

Attest:

  
Mindi Brock, Clerk of the Board

Approved as to Form:

  
Tim Whitehead, Chief Deputy Prosecutor

**BOARD OF COUNTY COMMISSIONERS**

  
Randy Neatherlin, Chairperson

  
Terri Jeffreys, Commissioner

  
Tim Sheldon, Commissioner

cc: Financial Services, Payroll  
Human Resources  
All Elected Officials and Department Heads

RESOLUTION NO. 68-13

**DECLARATION OF INTENT TO LEASE COUNTY OWNED TIDELANDS**

WHEREAS, Mason County owns tideland adjacent to Harstine Island, parcel #22001-44-60570; and

WHEREAS, this parcel is 19.14 acres and is not currently being leased or utilized; and

WHEREAS, Mason County has completed an Request for Proposal process to examine the possible benefits of leasing the tideland parcel; and

WHEREAS, Mason County has received three responsive proposals from the RFP process; and

WHEREAS, Mason County has conducted a review process of the RFP's that were submitted, including review by Mason County Staff and citizen volunteers; and

WHEREAS, the Mason County Board of Commissioners, on November 26, 2013, scheduled a public hearing on December 10, 2013 at 9:30 to consider the RFP proposals..

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mason County Board of County Commissioners the County will enter into a lease agreement with Seattle Shellfish for the lease of the County owned tidelands, parcel #22001-44-60570 for a minimum duration of 16 years and a renewal clause to be determined by negotiation with Mason County receiving \$1,000 per year for each acre actively being farmed by the lessee plus 15% of gross proceeds realized by Seattle Shellfish upon each harvest.; and

BE IT FURTHER RESOLVED, that the proceeds of the sale of said property are to be dedicated first to any expenses incurred by Parks, Facilities, and Property to create and administer the lease and finally to County Government as the Board of County Commissioners desire; and

BE IT FURTHER RESOLVED, that the chairperson of the Commission is authorized to sign the lease agreement with the lessee.

DATED this 10 day of December, 2013.

ATTEST:

  
Mindi Brock, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

  
Randy Neatherlin, Chair

APPROVED AS TO FORM:

  
Tim Whitehead, Deputy Prosecuting Attorney

  
Tim Sheldon, Commissioner

  
Terri Jeffreys, Commissioner