

## BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

May 6, 2014

1. Call to Order – The Chairperson called the regular meeting to order at 9:03 a.m.
2. Pledge of Allegiance – Chair Jeffreys 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 Washington State Liquor Control Board sent a liquor license application for Union River Grille and Pavilion at Sentry Park and a notice that Lupita's Tienda Mexicana has discontinued sales and service of Liquor.
    - 4.1.2 Tracy Johnson and Joan Hayes sent comments regarding marijuana production.
    - 4.1.3 Jack Ward and Kim Tozier sent a letter of protest regarding their first half property tax payment.
    - 4.1.4 The Housing Authority received an application from Tyler Music.
    - 4.1.5 WA State Department of Transportation sent a letter regarding non discrimination agreements.
    - 4.1.6 The Pacific Mountain Workforce Board received an application from Lynn Longan.
  - 4.2 Proclamation – Chair Jeffreys read the Proclamation celebrating the 100 year anniversary of signing the Smith-Lever Act which established the Cooperative Extension. Lucas Patsek presented the Commissioners with an anniversary poster.
  - 4.3 Bid award announcements: Melissa McFadden read the Bid Awards for the 2014 Manufacturing and Stockpiling of Chip Seal Aggregate. Zone 1: Allen Shearer Trucking \$78,331.58; Zone 2: Miles Sand and Gravel \$37,251.58; and Zone 3: Miles Sand and Gravel \$62,714.09. Staff: Melissa McFadden.
5. Open Forum for Citizen Input –
  - 5.1 Marty Best commented that he would like more descriptive meeting agendas.

Tim Sheldon commented that there are no secret meetings but some meetings are executive sessions.
6. Adoption of Agenda - **Cmmr. Sheldon/Neatherlin moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; J-aye.**
7. Approval of Minutes – April 21 and 28, 2014 briefing meeting minutes ; April 22, 2014 regular meeting minutes

**Cmmr. Neatherlin/Sheldon moved and seconded to approve the April 21 and 28, 2014 briefing meeting minutes and the April 22, 2014 regular meeting minutes. Motion carried unanimously. N-aye; S-aye; J-aye.**
8. Approval of Action Agenda:
  - 8.1 Approval of the 2014-2016 Collective Bargaining Agreement with Community and Family Health - Teamsters Union Local No. 252
  - 8.2 Approval of the 2014-2016 Collective Bargaining Agreement with the Engineers Guild.
  - 8.3 Approval of Warrants:

Claims Clearing Fund	Warrant #s	8005082-8005379	\$669,958.05
Direct Deposit Fund	Warrants #s	12559-12946	\$588,750.83

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- Salary Clearing Fund            Warrant #s    7000205-7000232            \$414,858.23
- 8.4 Approval to appoint Lynn Longan (term ending 12/31/2015) to the Pacific Mountain Workforce Development Council.
- 8.5 Approval of the resolution allowing County Road fund to obtain reimbursable loan equipment, rental and revolving (ER&R) for unforeseen expenses resulting from critical events.  
**Resolution 20-14 (Exhibit A)**
- 8.6 Approval of the resolution eliminating the Reserve Legal #2 Fund (#130) and establishing a budget for Murder Expenses in Current Expense Non-Departmental (#001-258-000).  
**Resolution #21-14 (Exhibit B)**
- 8.7 Approval of the resolution eliminating the Cumulative Reserve Deductible Insurance Fund (#127) and establishing a budget for Claims Paid in Current Expense Non-Departmental (#001-300-312). **Resolution #22-14 (Exhibit C)**
- 8.8 Approval for the Board to execute the "Notification of Final Cost" of County Road Construction completed in 2012 that was performed by county force.
- 8.9 Approval to amend Resolution 03-14, Non-Union Salary Range Alignment, combining the Emergency Management and Information Services Manager position at Salary Range 38 and direct Human Resources to implement the changes. **Resolution 23-14 (Exhibit D)**
- 8.10 Approval for Public Works to submit a Transportation Alternatives Program (TAP) grant application to the Peninsula RTPO (Regional Transportation Planning Organization) for the purpose of designing sidewalks within Belfair.
- 8.11 Approval to authorize the Chair to execute amendment #2 of the Federal Cost Share Agreement (FCSA) for the Skokomish River General Investigation study.
- 8.12 Approval to make the following appointments to the Mason County Lodging Tax Advisory Committee for a two-year term from May 2014 to May 2016: Generators - Darin Barry, Bonnie Knight, Shaun Tucker and Kelly Bergh: Spenders - Stephanie Rowland, Angela Rabelos, Julie Gray and Duane Wilson.

**Cmmr. Sheldon/Neatherlin moved and seconded to approve action items 8.1 through 8.12 with the exceptions of 8.9 and 8.11 pulled for separate vote. Motion carried unanimously. N-aye; S-aye; J-aye.**

Item 8.9 Approval to amend Resolution 03-14, Non-Union Salary Range Alignment, combining the Emergency Management and Information Services Manager position at Salary Range 38 and direct Human Resources to implement the changes.

Bill Kinney explained that he is confident that combining these positions will be efficient to carry out both functions. Although the positions seem to have divergent skill sets; the main qualifications are being a project manager with a background in each area and either has or the ability to obtain certifications in each area. The candidate will also be a people person and someone who understands budget implications.

Testimony: Marty Best stated he is concerned about what will happen in the event of a disaster and recommends that the person filling this position should be provided with all the appropriate training.

Testimony: Tom Davis said that public perception is that this consolidation seems awkward and questioned what the thought process is regarding this change.

Cmmr. Jeffreys answered that it is cost effective and having an exclusive Emergency Manager is not in the budget.

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Cmmr. Sheldon commented that he thinks the public is supportive of consolidations and feels this will be viewed as successful and is confident that a qualified candidate will fill the position. Cmmr. Sheldon also added that past reorganizations have been successful and he feels this is in the best interest of the public.

Cmmr. Neatherlin added that this decision was well thought out and believes that a qualified candidate will be found.

**Cmmr Neatherlin/Sheldon moved and seconded to approve item 8.9. Motion carried unanimously. N-aye; S-aye; J-aye.**

Item 8.11 Approval to authorize the Chair to execute amendment #2 of the Federal Cost Share Agreement (FCSA) for the Skokomish River General Investigation study.

Loretta Swanson explained Public Works would like to complete the final work on Skokomish General Investigative Study. The work is anticipated to be completed at the end of 2015.

Cmmr. Sheldon stated this is a big issue and has been ongoing. He also stated that the working partnership with the Corp of Engineers, Skokomish Tribe, land owners and the county has been beneficial. He added that continuing this work has really helped with flood control.

Cmmr Neatherlin feels this has been going on for a long time and the cost is very substantial and he feels it may have an ill effect of the community and land owner's future and therefore he cannot be supportive at this time.

**Cmmr Sheldon/Jeffreys moved and seconded to approve item 8.11. Motion carried. S-aye J-aye N-nay**

9. 9:30 a.m. Public Hearings and Items Set for a Certain Time – no public hearings.

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

Bill Kinney commented on Tom Davis' concern that the agendas are too vague. Bill reminded everyone that it is not just contracts and county business being discussed but is also Labor Relations.

Cmmr. Sheldon stated that executive sessions are historically part of the Commissioner meetings and is part of the Open Public Meetings Act. He feels that it works well.

Cmmr. Neatherlin responded that he agrees with Cmmr. Sheldon although he feels that possibly the agendas could give the public a brief description of executive or closed sessions.

John Keates provided an update on the replacement of the Union boat ramp. This project is now approved to begin.

Sheriff Salisbury shared that he received a message from U.S. Attorney Jenny Durkan thanking the Mason County Sheriff's office team and their partnerships for the excellent work on the recent Gillette Case. He also shared some thank you letters from the public for keeping the community safe. Sheriff Salisbury thanked the FBI and Seattle Police Department as well. The Sheriff

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recognized Detective/Chaplin Bill Adam for doing the opening prayer at the Law Enforcement Memorial.

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

  
\_\_\_\_\_  
Terri Jeffreys, Chair

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

ATTEST:

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

  
\_\_\_\_\_  
Randy Neatherlin, Commissioner

RESOLUTION NO. 20-14  
INTERFUND REVOLVING LOAN ER&R TO THE COUNTY ROAD FUND

WHEREAS, in the event that Mason County Department of Public Works encounters expenses resulting from unforeseen critical events; and

WHEREAS, as a result of the unforeseen critical events, the County Road Fund would be undertaking a considerable amount of unbudgeted expenses; and


WHEREAS, the Equipment Rental and Revolving Fund (ER&R) is able and willing to provide interim financing to the County Road Fund for these unforeseen expenses;

NOW THEREFORE BE IT RESOLVED, by the Mason County Board of Commissioners that an interfund loan to the Mason County Road Fund be established as follows;

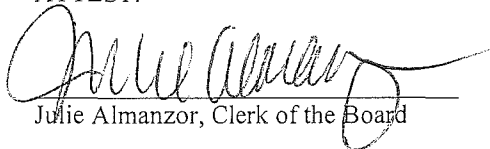
FROM:	Equipment, Rental and Revolving fund (ER&R)		
TO:	County Road Fund		
TERMS:	Annual Interest Rate:	<u>2.09%</u>	
	Maximum Principal Amount:	<u>\$2,000,000.00</u>	
	Duration of Loan:	<u>Three (3) Years</u>	
	Debt Repayment:	<u>Revolving</u>	
PURPOSE:	Interim Financing		

APPROVED this 6 day of May, 2014.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

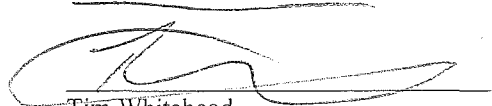
  
Terri Jeffreys, Chair

ATTEST:

  
Julie Almanzor, Clerk of the Board

  
Randy Neatherlin, Commissioner

APPROVED AS TO FORM:

  
Tim Whitehead,  
Chief Deputy Prosecuting Attorney

  
Tim Sheldon, Commissioner

C: Auditor  
Treasurer

RESOLUTION NO 21-14

Rescinding Resolution 71-09, Eliminating the Reserve Legal #2 Fund and Establishing a budget for Murder Expenses in Current Expense

WHEREAS, RCW 36.32.120, states "... the board of county commissioners ... have the care of the county property and the management of the county funds and business. . . ."

WHEREAS, the Mason County Board of Commissioners established the Reserve Legal #2 Fund (130-000-000) in the 2000 Mason County Budget with funding from Current Expense;

WHEREAS, the Mason County Board of Commissioners recognizes the cost of murder cases often exceed the annual operating budgets for the prosecutor, indigent defense, and the court system and a Current Expense budget shall be established to pay the costs associated with indigent defense costs and extraordinary costs incurred by the prosecutor and the court system;

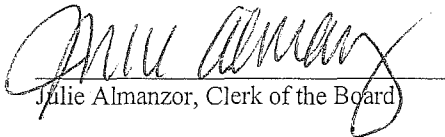
NOW, THEREFORE, the Mason County Board of Commissioners does hereby eliminate Reserve Legal #2 Fund (#130-000-000) and establishes a Murder Expense budget in Current Expense, (#001-258-000). The departmental budget shall be funded on an annual basis of not less than \$50,000 per year. Any residual funds remaining in Fund #130 shall be transferred to the Current Expense Non-Departmental budget.


IT IS FURTHER RESOLVED that the Mason County Board of Commissioners or appointee will manage and pay proper expenses from this fund.

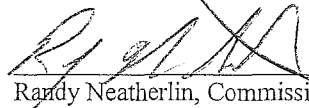
APPROVED this 6 day of MAY 2014.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

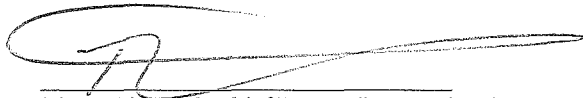
ATTEST:

  
Julie Almanzor, Clerk of the Board

  
Terri Jeffrey, Chair

  
Randy Neatherlin, Commissioner

APPROVED AS TO FORM:

  
Tim Whitehead, Chief Deputy Prosecuting Attorney

  
Tim Sheldon, Commissioner

- c: Budget Manager
- Auditor/Accounting
- Prosecutor
- Superior Court
- Indigent Defense
- Treasurer

RESOLUTION NO 22-14

Rescinding Resolution #8-89, Eliminating the Cumulative Reserve Deductible Insurance Fund #127-000-000 and Establishing a Budget for Claims Paid in Current Expense.

WHEREAS, RCW 36.32.120, states "... the board of county commissioners ... have the care of the county property and the management of the county funds and business. ..."

WHEREAS, the Mason County Board of Commissioners established the Cumulative Reserve Deductible Insurance Fund in 1989 for the purpose of paying expenses for claims against the county and the majority of the funds were from Current Expense;

WHEREAS, the Mason County Board of Commissioners recognizes these expenses should be budgeted as part of the Current Expense budget;

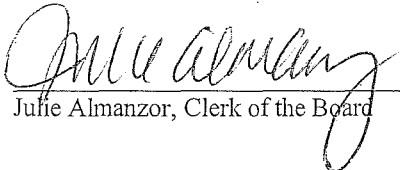
NOW, THEREFORE, the Mason County Board of Commissioners does hereby eliminate the Cumulative Reserve Deductible Insurance Fund (#127-000-000) and establishes a Claims Paid budget in Current Expense Non-Departmental, (#001-300-312). Any residual funds remaining in Fund #127 shall be transferred to the Current Expense Non-Departmental budget.


IT IS FURTHER RESOLVED that the Mason County Board of Commissioners or appointee will manage and pay proper expenses from this budget.

APPROVED this 6<sup>th</sup> day of May 2014.

BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

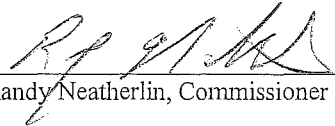
ATTEST:

  
Julie Almanzor, Clerk of the Board

  
Terri Jeffreys, Chair

APPROVED AS TO FORM:

  
Tim Whitehead, Chief Deputy Prosecuting Attorney

  
Randy Neatherlin, Commissioner

  
Tim Sheldon, Commissioner

- c: Budget Manager
- Risk Manager
- Auditor/Accounting
- Treasurer

RESOLUTION NO. 23-14

AMENDING RESOLUTION NO. 03-14 TO REVISE THE NON-UNION SALARY RANGE ALIGNMENT  
COMBINING THE EMERGENCY MANAGEMENT AND INFORMATION SERVICES MANAGER POSITIONS TO  
AN EMERGENCY AND INFORMATION SERVICES MANAGER POSITION

WHEREAS, RCW 36.16.070 states that ... In all cases where the duties of any county office are greater than can be performed by the person elected to fill it, the officer may employ deputies and other necessary employees with the consent of the board of county commissioners. The board shall fix their compensation ... .

WHEREAS, a Non-Union Salary Plan was established for those employees not represented by a bargaining unit – Attachment A and a separate Public Defender Attorney Salary Plan was created in 2014 – Attachment B;

WHEREAS, it was determined that it is in the best interest of the county to combine the Emergency Management Manager and the Information Services Manager positions;

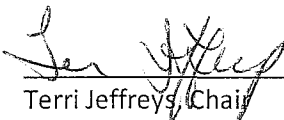
NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners does hereby revise the Non-Union Salary Range Alignment to establish the Emergency and Information Services Manager position at Salary Range 38.

DATED this 6<sup>th</sup> day of May, 2014.

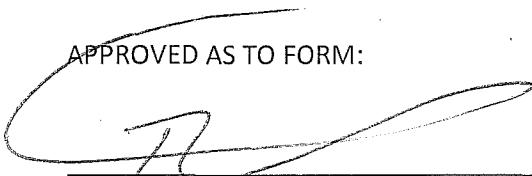
BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

ATTEST:

  
Clerk of the Board

  
Terri Jeffreys, Chair

APPROVED AS TO FORM:

  
Tim Whitehead, Chief DPA

  
Tim Sheldon, Commissioner

  
Randy Neatherlin, Commissioner