

## BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS

December 16, 2014

1. Call to Order – The Chairperson called the regular meeting to order at 9:04 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 submitted a special occasion license for the Senior Activities Association.
    - 4.1.2 Mason County Deputy Sheriff's Guild submitted a letter concerning the Sheriff's budget.
    - 4.1.3 Timberland Regional Library submitted their 2015 budget.
    - 4.1.4 Seattle District Corps of Engineers sent a letter regarding the Skokomish River Basin General Investigation Sponsors and WIK submissions.
    - 4.1.5 Tammey Newton submitted an application for the Housing Authority Board.
    - 4.1.6 Michael Moore submitted a letter of opposition re: the LMD at Lake Nahwatzel.
  - 4.2 News Release: Melissa McFadden read the news release re-advertising for 2015-2016 Transportation Improvement Program Citizens Advisory Panel (TIP-CAP). She said it will probably be one evening per month through June.
  - 4.3 News Release: Erika Schwender read the news release regarding Christmas Tree Drop Off and Recycling at Shelton Transfer Station and Belfair Drop off Facility.
5. Open Forum for Citizen Input –
  - 5.1 Tom Davis spoke about the 1/10 of 1% sales tax for mental health, chemical dependency and therapeutic courts. He said he hopes the Board will defer to Commissioner Jeffreys regarding this topic as she has been engaged in the topic. He commented that when the other Commissioners ask questions out of ignorance and that it is due to being uninformed. He told the Board there are right and wrong questions to ask. He said that if Commissioners Neatherlin and Sheldon are not informed then maybe they should just step back and leave it to someone who is engaged.

Cmmr. Neatherlin reiterated that Mr. Davis would like the Board to not ask questions when they are uninformed and then asked him if he would be ok and willing to the same at Board meetings. He told Mr. Davis that is a heck of a statement for him to make and said it would be hard for him to live up to and added he would not expect him to.

Cmmr. Sheldon thanked Mr. Davis for the admonishment and said the questions from the Commissioners are appropriate.
6. Adoption of Agenda - **Cmmr.Neatherlin/Sheldon moved and seconded to adopt the agenda as published. Motion carried unanimously. N-aye; S-aye; J-aye.**
7. Approval of Minutes – December 2, 2014  
**Cmmr Sheldon/Neatherlin moved and seconded to approve the December 2, 2014 regular meeting minutes. Motion carried unanimously. N-aye; S-aye; J-aye.**
8. Approval of Action Agenda:
  - 8.1 Approval of the resolution naming the Support Services Director as administrator of the Information Technology fund (#500)
  - 8.2 Approval of Warrants

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
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|                      |                            |              |
|----------------------|----------------------------|--------------|
| Claims Clearing Fund | Warrant #s 8015842-8016037 | \$647,321.71 |
| Direct Deposit Fund  | Warrant #s 18299-18678     | \$611,480.70 |
| Salary Clearing Fund | Warrant #s 7000695-7000733 | \$848,661.62 |

8.3 Approval of consolidated contract C17118 between Washington State Department of Health and Mason County for delivery of public health services for the period of January 1, 2015 through December 31, 2017.

8.4 Approval to concur with the reappointment of Robert K. Hall to the Timberland Regional Library Board of Trustees, representing Pacific County, for a term ending December 31, 2021.

8.5 Approval of the Professional Services contract between Mason County and SWCA Environmental Consulting in the amount of \$19,897.00 to conduct a Historic Survey and inventory of the Matlock area and the mainline railroad grade from the Shelton city limits to the Grays Harbor County Line. These surveys will be paid for from the Mason County Historic Preservation budget. This survey is self-funded from money set aside for history preservation by RCW 36.22.170.

8.6 Approval for the Chair to sign the crimeshield policy authorization to bind coverage form. The annual premium for this policy for 2015 is \$3,466 and is budgeted in non-departmental. This policy provides coverage for employee theft, faithful performance of duty and the removal of the exclusions for bonded employees and the Treasurer.

8.7 Approval for the Board to authorize Public Works to use the County MRSC (Municipal Research and Services Center) Vendor Roster to solicit and establish a 2015 surfacing materials vendor list.

8.8 Approval for the Board to authorize Public Works/ER&R to use the County MRSC Vendor Roster to solicit for tire repair and towing services for the 2015 calendar year and award. Mason County does not guarantee a minimum purchase of these services.

8.9 Approval for the Board to authorize Public Works/ER&R to call for bids and award for the purpose of furnishing Mason County with Hot Mix Asphalt, Cold Mix and/or CSS I Tack Coat, and Culvert Lining, either beginning or before February 2015 through January of 2016. Bid awards(s) will be announced at a scheduled meeting of the Board of Mason County Commissioners.

8.10 Approval of the resolution for the County Road Projects (CRPs) for county-wide culvert installation and other miscellaneous construction activities, for calendar year 2015.

8.11 Approval of the Interlocal Agreement with Kitsap County to provide residential household hazardous waste collection and disposal to Mason County residents; not to exceed \$50,000 per year. (1,000 customers)

8.12 Approval of resolutions to set the 2015 Current Expense Property Tax levy at \$9,404,885 which is 0% greater than the previous year and approval of the resolutions to set the 2015 Road Property Tax levy at \$9,500,474 which is 0% greater than the previous year. **Resolutions 75-14, 76-14, 77-14 and 78-14.**

8.13 Approval of the Veterans Assistance Fund applications for: Food \$505.00; Utilities \$707.44; and Housing \$212.00 for a total of \$1,424.44 as recommended by the Veterans Assistance Committee

**Cmmr. Neatherlin/Sheldon moved and seconded to approve action items 8.1 through 8.13. 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 Budget Hearing to consider Current Expense supplemental appropriation/Budget transfers in the amount of \$1,274,839.67 to the 2014 budget for the following departments:

1) WSU - \$4,400 Increase in revenue from Noxious Weed Control Grant Funding and \$4,400 in expenditures against this revenue. This will have no Current Expense impact.

2) Clerk's Office – \$6,158.50 budget transfer from Current Expense Ending Fund balance to cover costs incurred in increase juror notifications. The Clerk has found other means so this transfer is not necessary.

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3) Sheriff's Office - \$190,659.60 budget transfer from Sheriff's Special Fund to Current Expense/Sheriff's Care & Custody to record revenue into the account it was budgeted for. This will be removed at it was added incorrectly.

4) Facilities/Parks & Trails – \$51,341.29 budget transfer from Current Expense Ending Fund balance to purchase and repair of Memorial Hall Roof \$23,957.92, Sandhill Park Irrigation Pump \$6,225.40, Juvenile Detention Water Heater Replacement \$10,770.94, Skatepark Repairs \$4,387.03 and Courtroom B Bench \$6,000. The bench was less than expected so the cost was reduced.

5) Accrued Leave -Transfer \$80,000.00 Budgeted Appropriation from Current Expense Non Departmental Accrued Leave to Special Fund Accrued Leave. Actual expenditures were deducted from the Special Fund and the Budgeted Expenditure was appropriated in Current Expense Non Departmental. This appropriation will have no impact to the county Current Expense Ending Fund Balance. This will stay at \$80,000.00.

6) Non-Departmental - Repay one third (1/3) of the \$348,672 the General Fund received in 2010 from vehicle replacement values per State Auditors recommendations in the 2012 Audit. This appropriation will reduce Current Expense Ending Fund Balance by \$116,224.00. This has been delayed to the first payment will be due in 2015.

7) Non-Departmental -Appropriate from the General Fund Ending Fund Balance \$116,875 to equitably allocate the IT department costs among all Current Expense General Fund Departments and all Special Funds. This appropriation will reduce Current Expense Ending Fund Balance by \$116,875.00.

8) Non-Departmental - Appropriate from the General Fund Ending Fund Balance \$109,181.28 to cover the cost of unanticipated expenditures for \$10,680.00 to the IRS, \$15,962.07 to the DRS, \$12,480.00 for property management charges, \$8,530.40 for Teamsters Settlement, and \$61,528.81 for State Audit charges. This appropriation will reduce Current Expense Ending Fund Balance by \$109,181.28. The Teamsters settlement and State Audit charges have been removed and will be paid for by the Auditor's O & M.

9)Non-Departmental - Appropriate \$600,000 to cover receipt of 911 Enhanced Tax received from the State, in Current Expense, per the State Auditors recommendation. It should not be receipted into a Special Fund. Appropriate \$600,000 to cover remittances to MACECOM for their portion of the State Remittances.

Overall change in cash balance is a reduction by \$144,106.44

Total coming out of cash balance \$255,678.61

Franks said that there will be some revisions of the advertised supplemental requests.

Testimony:

Tom Davis said he is happy the Memorial Hall funds are coming out of facilities and not the Veterans Assistance fund. He also thanked the Board for the Skatepark repairs. He said it's an encouraging sign.

Testimony Closed.

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Cmmr. Neatherlin said that Sunshine Woodworks deserves a thank you and they did a great job on the Courtroom B Bench.

**Cmmr. Neatherlin/Sheldon moved and seconded to Current Expense supplemental appropriation/Budget transfers in the amount of 2014 budget for the following departments:**

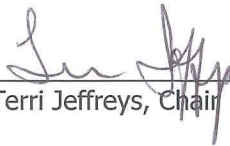
- 1) WSU - \$4,400 Increase in revenue from Noxious Weed Control Grant Funding and \$4,400 in expenditures against this revenue.
- 2) Clerk's Office – Zero budget transfer from Current Expense Ending Fund balance to cover costs incurred in increase juror notifications.
- 3) Facilities/Parks & Trails – \$48,152.73 reduced from advertised amount.
- 4) Zero from Sheriff's Special Fund to current expense. Coding correction completed.
- 5) Accrued Leave -Transfer \$80,000.00 Budgeted Appropriation from Current Expense Non Departmental Accrued Leave to Special Fund Accrued Leave.
- 6) Non-Departmental - Zero towards Repayment of the \$348,672 the General Fund received in 2010 from vehicle replacement values per State Auditors recommendations in the 2012 Audit. There will be no payments until 2015.
- 7) Non-Departmental - Appropriate from the General Fund Ending Fund Balance \$116,875 to equitably allocate the IT department costs among all Current Expense General Fund Departments and all Special Funds. This appropriation will reduce Current Expense Ending Fund Balance by \$116,875.00.
- 8) \$90,650.88 budget transfer from current expense ending fund balance to non-departmental. Reduced from advertised amount.
- 9) Non-Departmental - Appropriate \$600,000 to cover receipt of 911 Enhanced Tax received from the State, in Current Expense, per the State Auditors recommendation. It should not be receipted into a Special Fund. Appropriate \$600,000 to cover remittances to MACECOM for their portion of the State Remittances.

**Motion carried unanimously. N-aye; S-aye; J-aye.**

10. Other Business (Department Heads and Elected Officials) –  
Cmmr. Neatherlin complemented all staff on their efforts on the budget and supplementals.
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 9:50 a.m.

**BOARD OF MASON COUNTY COMMISSIONERS' PROCEEDINGS**  
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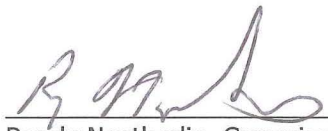
BOARD OF COUNTY COMMISSIONERS  
MASON COUNTY, WASHINGTON

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

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

ATTEST:

  
\_\_\_\_\_  
Annie Almanza  
Clerk of the Board

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

**A RESOLUTION FIXING THE AMOUNT OF AD VALOREM TAXES  
FOR THE CURRENT EXPENSE LEVY FOR THE YEAR 2015  
RESOLUTION NO. 7519**

WHEREAS, RCW 36.40.090 states that the Board of Mason County Commissioners shall fix the amount of the tax levies to be raised for Current Expense.

IT IS THEREFORE DETERMINED, that the following be fixed as the amounts to be raised by ad valorem taxes for the purpose of meeting the expenditures estimated in the 2015 Budget for Mason County Current Expense, Refund Levy, Mental Health, and Veterans' Assistance Funds:

|                            |             |
|----------------------------|-------------|
| CURRENT EXPENSE FUND       | \$9,136,820 |
| REFUND LEVY                | \$ 21,355   |
| MENTAL HEALTH FUND         | \$ 170,145  |
| VETERANS' ASSISTANCE FUND  | \$ 76,565   |
| TOTAL CURRENT EXPENSE LEVY | \$9,404,885 |

This resolution reserves unutilized levy for banked capacity.

ADOPTED this 16<sup>th</sup> day of December 2014.

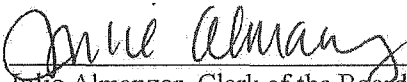
BOARD OF MASON COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Terri Jeffreys, Chairperson

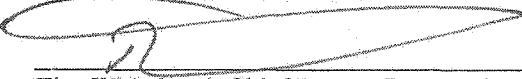
  
\_\_\_\_\_  
Randy Neatherlin, Commissioner

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

ATTEST:

  
\_\_\_\_\_  
Julie Almanzor, Clerk of the Board

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Tim Whitehead, Chief Deputy Prosecuting Attorney

MASON COUNTY CURRENT EXPENSE PROPERTY TAX LEVY  
RESOLUTION NO. 76-14

WHEREAS, the Board of Mason County Commissioners has met and considered its budget for the calendar year 2015 and,

WHEREAS, the Current Expense (District's) actual levy from the previous year was \$9,329,228; and,

WHEREAS, the population of Mason County is more than 10,000; and now, therefore,


**BE IT RESOLVED** by the governing body of the taxing district (Current Expense) that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2015 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$0, which is a percentage increase of 0% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made. The district will collect an additional \$52,161.89 of revenue from new construction and \$2,140 from State Assessed Utilities and \$21,355 from refunds levied by the Treasurer.

This resolution reserves unutilized levy for banked capacity.

ADOPTED this 16<sup>th</sup> day of December 2014.


BOARD OF MASON COUNTY COMMISSIONERS

  
Terri Jeffreys, Chairperson

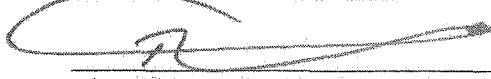
  
Randy Neatherlin, Commissioner

  
Tim Sheldon, Commissioner

ATTEST:

  
Julie Almanzor, Clerk of the Board

APPROVED AS TO FORM:

  
Tim Whitehead, Chief Deputy Prosecuting Attorney

**A RESOLUTION FIXING THE AMOUNT OF AD VALOREM TAXES  
FOR THE ROAD LEVY FOR THE YEAR 2015  
RESOLUTION NO. 77-14**

WHEREAS, RCW 36.40.090 states that the Board of Mason County Commissioners shall fix the amount of the tax levies to be raised for Road Fund.

IT IS THEREFORE DETERMINED, that the following be fixed as the amounts to be raised by ad valorem taxes for the purpose of meeting the expenditures estimated in the 2015 Budget for Mason County Refund Levy and Road Fund:

|                 |             |
|-----------------|-------------|
| ROAD FUND       | \$9,487,340 |
| REFUND LEVY     | \$ 13,134   |
| TOTAL ROAD LEVY | \$9,500,474 |

This resolution reserves unutilized levy for banked capacity.

ADOPTED this 16<sup>th</sup> day of December 2014.

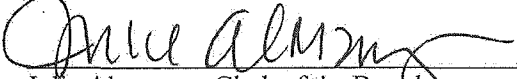
BOARD OF MASON COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Terri Jeffreys, Chairperson


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

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

ATTEST:

  
\_\_\_\_\_  
Julie Almanzor, Clerk of the Board

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Tim Whitehead, Chief Deputy Prosecuting Attorney



MASON COUNTY ROAD PROPERTY TAX LEVY  
RESOLUTION NO. 78-14

WHEREAS, the Board of Mason County Commissioners has met and considered its budget for the calendar year 2015 and,

WHEREAS, the Road Fund (District's) actual levy from the previous year was \$9,428,875; and,

WHEREAS, the population of Mason County is more than 10,000; and now, therefore,

**BE IT RESOLVED** by the governing body of the taxing district (Road) that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2015 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$0, which is a percentage increase of 0% from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made. The district will collect an additional \$54,338 of revenue from new construction and \$4,127 from State Assessed Utilities and \$13,134 from refunds levied by the Treasurer.

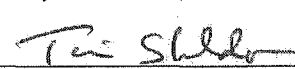
This resolution reserves unutilized levy for banked capacity.

ADOPTED this 16<sup>th</sup> day of December 2014.

BOARD OF MASON COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Terri Jeffreys, Chairperson


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

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

ATTEST:

  
\_\_\_\_\_  
Julie Almanzor, Clerk of the Board

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Tim Whitehead, Chief Deputy Prosecuting Attorney