

FINANCE, PERSONNEL, & RULES COMMITTEE

December 21, 2023

9:00 AM

Meeting will be at the conference room at the Mason County Airport Terminal

- A. Roll Call**
- B. Approval of the Agenda**
- C. Approval of the Minutes**
- D. Reading of Correspondence**
- E. Limited Public Comments**
- F. Committee Work**
 - 1. Consideration of a request to purchase switches from the Computer Network O&M Fund
 - 2. Consideration of the Final 2024 Budget Amendments
 - 3. Consideration of Finance, Personnel, & Rules Committee Transfers
 - 4. Consideration of amended Board Rules
 - 5. Consideration of 2024 Board Meeting Dates
 - 6. Consideration of 2024 Board Work sessions Dates
 - 7. Consideration of the tentative agreement with the Corrections/Clerical union
 - 8. Consideration of the 2024-2027 Salary Schedule
- G. Limited Public Comments**
- H. Any other business**
- I. Adjournment**

**Finance, Personnel, & Rules Committee Meeting
December 5, 2023
Mason County Airport**

Commissioner Andersen called the Finance, Personnel, & Rules Committee Meeting (FPR) to order at 9:00 a.m. in the conference room of the Mason County Airport. Members present: Commissioners: Bacon, Andersen and Hull. Absent: None. Others present: Administrator Knizacky, Registrar Englebrecht and Clerk Kelly. Public: Les Johnson, Bill Kerans arrived at 9:28 a.m.

Motion by Bacon and seconded by Hull to approve the agenda. Motion carried.

Motion by Hull and seconded by Bacon to approve the minutes of the November 22, 2023 meeting. Motion carried.

Correspondence: None.

Limited Public Comment: None.

Committee Work:

Consideration of a request to purchase a SSL Certificate from the Register of Deeds Automation Fund: Registrar Englebrecht presented to review the standard request that is needed to maintain online services for the Laredo and Tapestry functions offered in the office. Motion by Hull and seconded by Bacon to send the Consideration of a request to purchase a SSL Certificate to the full Board, funds to come from the Automation Fund. Motion carried.

Consideration of a request for an advance to fund a Register of Deeds Digitization Project: Registrar Englebrecht informed the Committee that online records in the Deeds office are completed up to 2019. The request presented before them is to utilize current Automation Funds (\$45,387.47) and receive an advance from the Equipment Replacement Fund (\$42,332.43) to offset the amount needed to update online records from 2019 until present. It is intended that the Automation Fund, over the next three years, will reimburse the Equipment Replacement Fund for the amount borrowed to complete the project. The project is estimated to be at a cost of \$87,719.90. Motion by Andersen and seconded by Bacon to send the consideration of a request for an advance to fund the Register of Deeds Digitization Project to the full Board. Motion carried.

Consideration of a request to purchase encryption radios from the Equipment Replacement Fund: Recommendation from Public Safety and Courts Committee that was not able to be sent over as there was no funding in the Equipment Replacement Fund at this time. The Sheriff noted that implementation between Mason/Oceana Counties was an "all or none" with the process taking from one year to 18 months. Status of Oceana's timeline for implementation was unknown. Total costs for the project is \$184,153.75. Administrator Knizacky noted that the County can utilize the Public Improvement Fund for \$14,000.00 of this cost. The balance will have to come from the Road Patrol Fund with a budget amendment. Motion by Hull and seconded by Bacon to send the Consideration of a request to purchase encryption radios from the Equipment Replacement Fund, with the budget amendment noted above, and the Pubic Improvement Fund at a cost of \$184,153.75 to the full Board. Motion carried.

Consideration of a request to purchase equipment for the Deputy Administrator from the Equipment Replacement Fund: Due to the hiring of the new Deputy Administrator, equipment totaling \$3,513.90 needs to be purchased to furnish the office, funds to come from Equipment Replacement. Motion by Bacon and seconded by Hull to send the Consideration of a request to purchase equipment for the Deputy Administrator from the Equipment Replacement Fund (\$3,513.90) to the full Board. Motion carried.

Consideration of Christmas Certificates: Administrator Knizacky inquired if the Board was going to consider gift certificates for County Employees for Christmas. Employees who worked the first week in December will receive a \$50 gift certificate. Motion by Bacon and seconded by Hull to have Administrator Knizacky obtain \$50 gift certificates for employees who worked the first payroll in December. Motion carried.

Consideration of the Michigan Municipal Risk Management Authority Coverage Proposals: Administrator Knizacky reviewed with the Committee multiple options regarding the insurance coverage costs. Recommendation was to maintain at the current level with a \$100,000.00 deductible due to risk factors. Noted was an additional increase in the premium of \$9,000.00 due to the addition of the three school resource officers related to equipment costs, etc. Motion by Bacon and seconded by Hull to send the Consideration of the Michigan Municipal Risk Management Authority Coverage Proposals to the full Board maintaining the \$100,000.00 deductible. Motion carried.

Consideration of the 2024 Accounting Services Agreement: Administrator Knizacky noted that this is a standard agreement between Mason County and the Mason County District Library. Noted was that the CPI is now at 5% and the contract notes that increases will be related to the CPI. The Library was in agreement. Motion by Bacon and seconded by Hull to send the Consideration of the 2024 Accounting Services Agreement to the full Board. Motion carried.


Consideration of the Senior Center Agreements: Committee members reviewed the attached Senior Center Agreements between Mason County and Ludington Senior Center, Free Soil Area Senior Center, Scottville Senior Center, and Tallman Lake Senior Center. Administrator Knizacky noted that he had a conversation with City of Ludington Manager Foster regarding the contract and they are ok with the current agreement. Motion by Hull and seconded by Bacon to extend all the Senior Center Contracts for another year and send the Consideration of the Senior Center Agreements to the full Board. Motion carried.

Limited Public Comment: None.

Any other business: Administrator Knizacky informed the Committee that at the upcoming Board meeting scheduled for Tuesday, December 12, 2023, there has been a request for the Board to enter into closed session.

Administrator Knizacky informed the Committee that the salary schedule for the County expires at the end of 2023 and that raises need to be finalized if that is what the Committee/Board intends to do.

Meeting adjourned at 9:29 a.m.


Cheryl Kelly, Clerk

QUOTE



VC3

Assess | Improve | Manage
Information Technology

VC3 Inc.
1301 Gervais Street Suite 1800
Columbia, South Carolina 29201

Phone: 803-733-7333

Fax: 803-733-5888

Customer:

Mason County, MI
304 E Ludington Ave
Ludington, MI 49431
United States

Account Manager	Date	Quote #	Terms
Hillary Pennell	Jun 2, 2023	VC3Q26878	Net 15

Line	Qty	Description	Unit Price	Ext. Price
1		Switch Replacements at Sheriff's Department		
2		For Server Rack:		
3	2	Cisco 350 CBS350-48P-4G Ethernet Switch - 52 Ports - Manageable - Gigabit Ethernet - 1000Base-T, 1000Base-X - 2 Layer Supported - Modular - 4 SFP Slots - 59.73 W Power Consumption - 370 W PoE Budget - Optical Fiber, Twisted Pair - PoE Ports - Rack-mountable - Lifetime Limited Warranty	\$1,253.00	\$2,506.00
4	1	Cisco 350 CBS350-24P-4X Ethernet Switch - 24 Ports - Manageable - 2 Layer Supported - Modular - 34.53 W Power Consumption - 195 W PoE Budget - Optical Fiber, Twisted Pair - PoE Ports - Rack-mountable - Lifetime Limited Warranty	\$1,087.00	\$1,087.00
5		For Jail Central Office		
6	1	Cisco 350 CBS350-8P-2G Ethernet Switch - 10 Ports - Manageable - 2 Layer Supported - Modular - 2 SFP Slots - 17.95 W Power Consumption - 67 W PoE Budget - Optical Fiber, Twisted Pair - PoE Ports - Rack-mountable - Lifetime Limited Warranty	\$418.00	\$418.00
7		VC3 Professional Services		
8	1	Labor	\$1,280.00	\$1,280.00
9		Scope of Work:		
		Configure new switches, copy configurations of existing switches.		
10		Taxes are not included and will be added at the time of invoicing if applicable.		

Total \$5,291.00

Shipping and sales tax not included.

*** Hardware will be invoiced upon ordering.

This Quote is part of, and incorporated into, the Master Services Agreement between Customer and VC3, Inc., and is subject to the terms and conditions of the Agreement and any definitions contained in the Agreement. If any provision of this Quote conflicts with the Agreement, the terms and conditions of this quote shall control.

Printed Name

Signature

Date

**MASON COUNTY BOARD OF COMMISSIONERS
ADOPTED RULES (AS AMENDED JANUARY 9, 2024)**

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1.0 MEETINGS

- 1.1 REGULAR SCHEDULE Regular meetings of the Board of Commissioners are held on the second Tuesday of each month except for months in which meetings are required by statute. Statutory meetings (Rule 1.2) shall take the place of one regular meeting unless otherwise determined by the Board. Any regular meeting that falls on an election day shall be automatically set over to the third Tuesday of the month unless the third Tuesday falls on November 15th. In the years, that the second Tuesday of November falls on election day and third Tuesday falls on November 15th then the November meeting will be held on November 1st.

Any regular or adjourned meeting of the Board which falls upon a legal holiday (New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, December 24th, Christmas Day, and December 31) shall automatically be set over to the next secular day following that is not a legal holiday at the same time and place indicated for the regularly scheduled meeting, unless the Board, in session determines otherwise.

The Board shall hold four work sessions a year scheduled each year at the organizational meeting. The work sessions shall begin at 7:00 p.m.

- 1.2 STATUTORY SCHEDULE Statutory meetings of the Board of Commissioners are held on Tuesday following the second Monday in April, and on the second Tuesday in October.
- 1.3 TIME The first regular meeting of the Board of Commissioners for the months of January, March, May, July, September, and November shall begin at 9:00 a.m. The first regular meeting of the Board of Commissioners for the months of February, April, June, August, October, and December shall begin at 7:00 p.m. except when the February meeting falls on Valentine's Day in which case the meeting will be held at 9:00 a.m. Any second regular meeting of the month shall begin at 7:00 p.m.
- 1.4 PLACE The Board shall meet in the conference room of the Mason County Airport Terminal.
- 1.5 CHANGE IN SCHEDULE Changes in the meeting schedule, including time and place, additional meetings, and meetings adjourned or recessed to a specific time and place, may be made by majority vote of the Board of Commissioners, OR "AT THE CALL OF THE CHAIR", such change to be recorded in the minutes of the meeting in which the change is made. Meetings may be adjourned or recessed "at the call of the chair" by majority vote of the Board of Commissioners. Meetings

adjourned or recessed for more than 48 hours "at the call of the chair" unless the Board provides otherwise may be reconvened up by telephonic or other communication at least 24 hours before the time of reconvening and upon giving of public notice in accordance with rule 1.7.

1.6 SPECIAL MEETINGS

1.6.1 PETITION AND NOTICE A special meeting of the Board of Commissioners shall be held only when requested by the Chairperson or 1/3 of the members concurring or by the Vice-Chairperson in the absence or incapacity of the Chairperson. UPON RECEIPT OF THE REQUEST THE ADMINISTRATOR SHALL IMMEDIATELY GIVE NOTICE TO EACH OF THE MEMBERS.

1.7 PUBLIC NOTICE OF MEETINGS The Administrator of the Board of Commissioners each year shall give public notice according to the Open Meetings Public Act 267 as amended.

1.8 PUBLIC MEETINGS The Board of County Commissioners shall set with open meetings, and all persons may attend its meetings.

2.0 QUORUM

2.1 QUORUM A simple majority of commissioners of Mason County shall constitute a quorum for the transaction of the ordinary business of the County. Commissioners unable to attend due to military duty shall be permitted to participate in the discussion and votes of committee and board meetings by telephone or video conference provided that the requirements of the Open Meetings Act are met and that a quorum is physically present.

2.2 ABSENCE OF QUORUM Upon the absence of a quorum, the members present may adjourn from time to time or to a time certain. Public notice is not required if the time set for reconvening is less than 48 hours.

3.0 VOTING

3.1 MAJORITY VOTE All questions which shall arise at the meetings of the Board of Commissioners shall be determined by the votes of a simple majority of the members present, *except upon the final adoption of any matters which by statute require a greater majority* or any motion which requires a super majority vote under the Board's parliamentary authority.

3.2 ROLL CALL VOTES The names and votes of members shall be recorded on an action which is taken by the Board of County Commissioners if the action is on an ordinance, resolution, or appointment or election of an officer, except that for the election of a board chairperson the vote may be by secret ballot. Upon the demand

of any member present, OR THE CHAIRPERSON, a roll call vote shall be ordered and recorded by the board clerk.

- 3.3 SECRET BALLOT VOTING No vote may be taken by secret ballot on any matter except on the question of electing the chairperson of the board.
- 3.4 VOTING MANDATORY Each member present shall be required to vote on every question unless excused by the Chairperson.
- 3.5 RECONSIDERATION OF VOTE When a question has been put and decided by a roll call of the members, any member who voted on the prevailing side may move a reconsideration thereof. On all voice votes any member may move a reconsideration. However, no motion for reconsideration shall be in order unless it is made in the same meeting or the meeting next succeeding the meeting on which the vote to be reconsidered was taken. No matter may be twice reconsidered. For purposes of this rule, the term "meeting" shall mean any session which proceeds uninterrupted by an adjournment or recess of greater than three hours.

4.0 ORGANIZATION

4.1 CHAIRPERSON

- 4.1.1 ELECTION During the first meeting in each calendar year, the Board of Commissioners shall select, by simple majority vote of all the members, one of its members to serve as Chairperson of the Board. He/she shall take office and assume the duties immediately upon his/her election. The Board will select individuals for Chairperson and Vice-Chairperson by roll call vote using the following rules:

By a roll call vote, each member of the County Board will vote for the number of applicants necessary to fill the open position(s) on the Board/Commission/Committee under consideration.

If on the First Vote, one of the Applicants does not receive 4 or more votes, the Board will then go to an elimination procedure.

At this time, each Board member will vote for 3 of the Applicants. The three Applicants with the largest number of votes will then be placed in nomination.

Thereafter, by roll call vote each member of the Board will vote for one of the three Applicants. If one of the three receives four votes, the Applicant will be deemed appointed.

If none receives four votes, the Board will then go to the 2nd elimination procedure voting for 2 of the three remaining applicants. The two applicants with the largest number of votes will then be placed in nomination. Thereafter, by roll call vote each member of the Board will vote for one of the two Applicants. The Board will continue to vote until we get four votes for one of the remaining two.

If the Board ends in a tie vote, we will refer to 168.851 Tie vote:
DETERMINATION OF ELECTION
BY LOT, (In Part)

If it shall appear that 2 or more persons have received an equal number of votes for the same office, they will appear before the county clerk for the purpose of determining by lot among such persons the right to office. The county clerk shall prepare as many slips of paper as there are such persons, and write the word "elected" on as many slips of paper as there are offices to be filled, and the words "not elected" on the remaining slips, and fold the same so as to conceal the writing and so that they may appear as near alike as possible. The slips shall be placed in a box and, at the time and place appointed for the drawing of the lots, each of the persons aforesaid may draw 1 of the slips from the box, and any person drawing a slip on which is written the word "elected" shall be deemed legally elected to the office in question and the county clerk shall forthwith give him/her a certificate of election. The county clerk may appoint any person present to draw a slip for any affected person who fails to appear at the time specified.

4.1.2 DUTIES

4.1.2A The Chairperson, if present, shall preside at all meetings of the Board of Commissioners, preserve order, and decide questions of order subject to appeal of the Board.

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4.1.2B The Chairperson shall be the agent for the Board in the signing of contracts, orders, resolutions, determinations, and minutes of the Board and in the certification of the tax rolls.

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4.1.2C The Chairperson shall serve in such capacities and make appointments as the law shall require, subject to the approval of the commission.

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4.1.2D The Chairperson shall serve ex-officio on all board committees. He/she shall have a right to vote in committee.

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4.1.2E The Chairperson when he/she is present shall preside at all meetings of the committee of the whole.

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4.1.2F The Chairperson, for purposes of representing the County in various functional or ceremonial capacities, shall be considered as the chief elected official of the County.

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4.1.2G Upon his/her election and subject to the approval of a majority of all members of the Board, the Chairperson shall proceed to appoint all standing and special committees, and shall designate the chairperson of each committee.

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4.1.2~~H~~ The Chairperson of the Board shall have the power to administer an oath to any person concerning any matter submitted to the Board of Commissioners or any matter connected with the discharge of their duties, to issue subpoenas for witnesses and to compel their attendance in the same manner as courts of law.

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4.1.2~~L~~ The Chairperson of the Board, when appropriate, shall refer matters coming before the Board to one of the committees of the board and he/she shall arbitrate all jurisdictional disputes between committees, decisions over which shall be subject to these rules and subject to appeal to the Board.

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4.1.3 The Chairperson of the Board shall have the power to authorize members to attend out-of-town meetings no more than three (3) days without Board approval.

4.2 VICE-CHAIRPERSON

4.2.1 ELECTION During the first meeting in each calendar year, the Board of Commissioners shall select, by simple majority vote of all the members, one of its members to serve as Vice-Chairperson of the Board. He/she shall take office and assume the duties immediately upon his/her election.

4.2.2 DUTIES

4.2.2~~A~~ The Vice-Chairperson shall preside over meetings of the Board if the Chairperson is absent.

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4.2.2~~B~~ The Vice-Chairperson shall serve on the intra-county drainage board when the county commissioner member is disqualified.

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4.2.2~~C~~ ABSENCE IN THE EVENT THE CHAIRPERSON AND VICE-CHAIRPERSON ARE ABSENT, THE CLERK WILL CALL THE MEETING TO ORDER AND ELECT A TEMPORARY CHAIRPERSON FOR SAID SESSION.

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4.3 CLERK

4.3.1 DESIGNATION The clerk of the county shall be ex-officio, clerk of the board. He/she, or his/her appointed deputy, shall perform all duties pertaining to such office.

4.3.2 DUTIES The Clerk's duties include the following:

4.3.2~~A~~ To record all proceedings of the board in the official minute book provided for that purpose.

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4.3.2~~B~~ To make regular entries of all the board's resolutions and decisions upon all questions.

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4.3.2C To record the vote of each commissioner on any question submitted to the board, if required by any member present.

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4.3.2D To preserve and file all accounts acted upon by the board and for no reason allow such accounts to be taken from his/her office.

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4.3.2E To certify, under the Seal of the Circuit Court of the official Seal of the County, without charge, copies of any and all resolutions or decisions on any of the proceedings of the Board of Commissioners, when required by the Board or any of its members; or when required by any other person upon payment as prescribed by state statute.

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4.3.2F To preside, until a chairperson or temporary chairperson is elected, during the first meeting of the board of commissioners in each calendar year.

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4.3.2G To perform such other and further duties as the Board, by resolution, may require.

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4.3.3 ABSENCE In the event the clerk or his/her duly appointed deputy is absent from a meeting of the board, the chairperson, with approval of a majority of the commissioners present and voting, shall appoint another person to act as temporary clerk until the clerk or his/her duly appointed deputy arrives.

4.4 PARLIAMENTARIAN The parliamentarian shall preferably be a commissioner appointed by the Chairperson, and shall advise the Chairperson and the board of commissioners regarding questions of parliamentary procedures.

4.5 COMMITTEES

4.5.1 MINUTES OF COMMITTEE, MEETINGS WILL BE TAKEN AND FILED WITH A VOUCHER IN THE CLERKS OFFICE WITHIN 30 DAYS OF SAID MEETING.

4.5.2 DUTIES

4.5.2A Each standing committee shall report to the Board on all matters referred to the committees by the Board.

4.5.2B EACH STANDING COMMITTEE, SHALL FIRST REVIEW ALL UN-BUDGETED REQUESTS MOST DIRECTLY RELATED TO ITS OWN FUNCTIONS AND THEN AND ONLY THEN MAKE RECOMMENDATIONS THEREON FOR REFERRAL TO AND CONSIDERATION BY THE FINANCE, PERSONNEL, & RULES COMMITTEE AND THE BOARD.

4.5.2C Each standing committee shall report and recommend allowance or disallowance of all claims relating to the jurisdiction of the committee as prescribed by these rules. All motions for allowance shall indicate where funding is coming from.

4.5.2D Each standing committee shall act as liaison between the board of commissioners and the several county officers, boards, commissions and agencies respecting matters under the jurisdiction of the committee as prescribed by these rules, except as the board shall otherwise direct.

4.5.3 JURISDICTION

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4.5.4 MEETINGS Meetings of a committee may be convened AT THE DISCRETION AND PRUDENCE OF ITS CHAIRPERSON OR BY A SIMPLE MAJORITY of its members at any time upon reasonable written or telephonic notice to its members and to the Chairperson of the Board of Commissioners. A quorum for the transaction of business shall consist of a simple majority of its voting members. All committee meetings are open meetings.

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4.5.5 COMMITTEE VOTING The names and votes of members shall be recorded on an action which is taken by a committee of the board if the action is on an ordinance, resolution, or appointment or election of an officer. Upon the demand of 1/3 of the members of a committee present, a roll call vote on "other" questions shall be ordered and recorded by the chairperson or presiding officer of the committee.

4.5.6 COMMITTEES SUBJECT TO THE APPROVAL OF THE BOARD OF COMMISSIONERS, THE CHAIRPERSON OF THE BOARD MAY ESTABLISH COMMITTEES AND DESIGNATE COMMISSIONERS TO SERVE THEREON.

5.0 CONDUCT OF MEETINGS

5.1 ORDER OF BUSINESS

5.1.1 REGULAR ORDER The regular order shall be as follows:

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MORNING SESSION:

1. Roll Call
2. Invocation
3. Pledge to flag
4. Consideration of agenda
5. Consideration of minutes
6. Read correspondence
7. Limited public comment
8. Individual reports
9. Complete agenda
 - A) Reading of a motion
 - B) Discussion of a motion
 - C) Take action on a motion
10. Limited public comment
11. Adjourn - recess

5.1.1B. EVENING SESSION:

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1. Roll Call
2. Invocation
3. Pledge to flag
4. Consideration of agenda
5. Consideration of minutes
6. Read correspondence
7. Limited public comment
8. Individual reports
9. Complete agenda
 - A) Reading of a motion
 - B) Discussion of a motion
 - C) Take action on a motion
10. Limited public comment
11. Adjourn - recess

6.0. RIGHTS AND DUTIES OF MEMBERS

6.1. SPEAKING PRIORITIES AND LIMITS

6.1.1 Each member desiring to speak shall address the chairperson and when recognized, speak from his/her place. If two or more members at the same time arise to speak, the Chairperson shall designate the order in which they shall speak.

6.1.2 No member, while addressing the Board, shall be interrupted, except to be called to order; and thereupon he/she shall immediately cease speaking and be seated (See 6.1.3).

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6.1.3 The sponsor of any properly moved and seconded motion, resolution, ordinance, or report, not appearing on the agenda for the meeting, shall have the right to speak for a time not longer than ten minutes after the formal introduction but prior to any discussion of the matter on the floor. When a measure has more than one sponsor, the chairperson of the board shall determine which person shall first speak under this rule.

7.0. NON-MEMBERS ADDRESSES TO COMMISSION

Only members of the board of commissioners shall be given the floor to speak during any board meeting except:

- 7.1 County officials who may speak with the consent of the majority of the board members present or the Chairperson of the board.
- 7.2 IF THE CHAIRPERSON OR A MAJORITY OF ANY BOARD COMMITTEE WISHES TO PLACE SOMEONE ON THE AGENDA THEY SHALL CONTACT THE COUNTY ADMINISTRATOR FOR AN APPROPRIATE DATE AND TIME.
- 7.3 Any person who calls the county administrator and requests to be placed on the agenda, shall first be screened by the county administrator and then placed on the agenda for no more than 15 minutes. No more than 4 different matters may come before the board per meeting.

If a person requests to be placed on the agenda with a non-related matter, the county administrator will suggest that they may come to the board and address them during the time set aside for "limited public comment" for up to 5 minutes per matter. If this is not acceptable by the person requesting time on the agenda, their request will be referred to the Finance, Personnel, & Rules Committee.

8.0 PARLIAMENTARY AUTHORITY AND PROCEDURE

- 8.1 AUTHORITY Robert's "Rules of Order" shall govern all questions of procedures which are not otherwise provided by these rules or state law.

8.2 PROCEDURE

- 8.2.1 MOTIONS, RESOLUTIONS, COMMITTEE REPORTS No motion shall be debated or voted upon unless seconded. It shall be stated by the Chairperson before debate. Any motion, with the permission of the person who moved and seconded it, may be withdrawn at any time before it has been adopted. A major motion shall be presented in writing.

- 8.2.2 MOTION TO CLEAR THE FLOOR If in the judgment of the Chairperson, procedural matters have become confused, the Chairperson may request a "motion to clear the floor". Such motion, if made and seconded, shall take precedence over all other motions and shall not be subject to debate or if carried, to a motion to reconsider. The motion to clear the floor, if carried, shall clear the floor completely and with the same effect as if all matters on the floor were withdrawn.

- 8.2.3 ORDER OF PRECEDENCE OF MOTIONS When a motion is seconded and is before the Board, no other motion shall be received except the following:

- To fix the time to which to adjourn
- To adjourn
- To move the previous question
- To lay on the table
- To postpone indefinitely
- To postpone to a time certain
- To refer

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To amend

These motions shall have precedence in the order as named above.

- 8.2.4 DISCHARGE OF COMMITTEE A simple majority of all members of the Board may discharge any standing or special committee from further consideration of any matter referred to the committee if the motion to discharge was properly placed upon the meeting agenda at which action is desired. Any motion to discharge that was not placed upon the agenda of the meeting at which action is desired shall require a two-thirds (2/3) vote of all members of the board in order to secure passage.
- 8.2.5 SUSPENSION OF THE RULES These rules may be temporarily suspended only by a majority vote of all the members of the board in order to facilitate the accomplishment of any legal objective of the board in a legal manner.
- 8.2.6 MAJOR MOTIONS All motions shall be introduced, discussed and acted on in the same session. This does not prevent any member of the Board from making any of the exception motions outlined in rule 8.23.
- 9.0 APPOINTMENTS TO BOARDS AND COMMISSIONS All individuals seeking appointment or reappointment to Boards and Commissions appointed by the County Board of Commissioners including vacancies on the County Board of Commissioners itself, must submit a letter of application to the County Administrator by the due date established for application. The County Administrator may accept a letter of application after the established due date if there are not sufficient candidates for a position. Any disputes related to the validity of a letter of application will be referred to the Finance, Personal, and Rules Committee for final determination. The Board will select individuals for appointment by roll call vote using the following rules:

By a roll call vote, each member of the County Board will vote for the number of applicants necessary to fill the open position(s) on the Board or Commission under consideration.

If on the First Vote, one of the Applicants does not receive 4 or more votes, the Board will then go to an elimination procedure.

At this time, each Board member will vote for the number of the Applicants needed to fill the positions plus one additional. (Example: If there are three positions, each Board member would vote for four applicants.) The required number of Applicants with the largest number of votes will then be placed in nomination.

Thereafter, by roll call vote each member of the Board will vote for the number of Applicants necessary to fill the position. If a sufficient number of Applicants receive four votes, the Applicants will be deemed appointed. If more Applicants than needed receive more than four votes, those applicants receiving the largest number of votes will be deemed appointed.

If an insufficient number of Applicants receive four votes, the Board will then go to the 2nd elimination procedure voting for the required number of applicants necessary to fill the still vacancies remaining applicants. (Example: If three positions are needed, and two out of four received four or more votes, the Board would vote for one of the two candidates not receiving four or more votes. The Board will continue to vote until we get four votes for the necessary number of positions.

If the Board ends in a tie vote, we will refer to 168.851 Tie vote:
DETERMINATION OF ELECTION
BY LOT, (In Part)

If it shall appear that 2 or more persons have received an equal number of votes for the same office, they will appear before the county clerk for the purpose of determining by lot among such persons the right to office. The county clerk shall prepare as many slips of paper as there are such persons, and write the word "elected" on as many slips of paper as there are offices to be filled, and the words "not elected" on the remaining slips, and fold the same so as to conceal the writing and so that they may appear as near alike as possible. The slips shall be placed in a box and, at the time and place appointed for the drawing of the lots, each of the persons aforesaid may draw 1 of the slips from the box, and any person drawing a slip on which is written the word "elected" shall be deemed legally elected to the office in question and the county clerk shall forthwith give him/her a certificate of election. The county clerk may appoint any person present to draw a slip for any affected person who fails to appear at the time specified.

10.0 ADOPTION AND AMENDMENT OF RULES These rules having been adopted by not less than a majority of all the members of the board, may be amended or rescinded by majority vote of all the members of the board. They shall remain in effect until amended or rescinded. Any proposed amendment to these rules, properly presented to the Board of Commissioners, shall take immediate effect when adopted, unless the board at the time of adoption, stipulates otherwise.



Mason County Board of Commissioners

Courthouse
5300 W. US10, Ludington, Michigan 49431
(P) (231) 843-7999 • (F) (231) 843-1972
www.masoncounty.net

PUBLIC NOTICE 2024 BOARD MEETING SCHEDULE MASON COUNTY BOARD OF COMMISSIONERS

Cheryl Kelly County Clerk	JANUARY 9th	TUESDAY	9:00 A.M.
Fabian L. Knizacky Administrator	FEBRUARY 13th	TUESDAY	7:00 P.M.
	MARCH 12th	TUESDAY	9:00 A.M.
Nick Krieger District 1	APRIL 9th	TUESDAY	7:00 P.M.
Les Johnson District 2	MAY 14th	TUESDAY	9:00 A.M.
Jody Hartley District 3	JUNE 11th	TUESDAY	7:00 P.M.
	JULY 9th	TUESDAY	9:00 A.M.
Lewis G. Squires, D.C. District 4	AUGUST 13th	TUESDAY	7:00 P.M.
Steven Hull District 5	SEPTEMBER 10th	TUESDAY	9:00 A.M.
	OCTOBER 8th	TUESDAY	7:00 P.M.
Janet S. Andersen District 6	NOVEMBER 12th	TUESDAY	9:00 A.M.
Ron Bacon District 7	DECEMBER 10th	TUESDAY	7:00 P.M.
	<u>JANUARY 14th, 2025</u>	<u>TUESDAY</u>	<u>9:00 A.M.</u>

These meetings are open to the public.

**The Board of Commissioners Meetings will be held
in the Mason County Airport Terminal conference room.
Located 5300 W. US 10, Ludington MI 49431.**



Mason County Board of Commissioners

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MASON COUNTY BOARD OF COMMISSIONERS 2024 BOARD WORKSESSIONS

Cheryl Kelly
County Clerk

Fabian L. Knizacky
Administrator

Nick Krieger
District 1

Les Johnson
District 2

Jody Hartley
District 3

Lewis G. Squires, D.C.
District 4

Steven Hull
District 5

Janet S. Andersen
District 6

Ron Bacon
District 7

JANUARY 30th

Topic:

TUESDAY

7:00 P.M.

MAY 28th

Topic:

TUESDAY

7:00 P.M.

JULY 30th

Topic: 2025 Budget

TUESDAY

7:00 P.M.

SEPTEMBER 24th

Topic: 2025 Proposed Final Budget

TUESDAY

7:00 P.M.

NOVEMBER 26th

Topic:

TUESDAY

7:00 P.M.

These meetings are open to the public.

**The Board of Commissioners Meetings will be held
in the Mason County Airport Terminal conference room.
Located 5300 W. US 10, Ludington MI 49431.**

Section 10.0: Wages. Wages will be paid to the employees of the Mason County Sheriff's Office as follows:

A. For all current employees and all new employees hired after the ratification date of this contract, the hourly wage scale for Clerical shall be as follows:

	<u>Current</u>	<u>1/1/2024</u>	<u>1/1/2025</u>	<u>1/1/2026</u>	<u>1/1/2027</u>
Start	\$17.72	\$19.14	\$19.90	\$20.70	\$21.53
1 Year	18.18	19.63	20.42	21.24	22.09
2 Years	18.75	20.25	21.06	21.90	22.78
3 Years	19.75	21.33	22.18	23.07	23.99
4 Years	20.92	22.59	23.50	24.44	25.41

For all current employees and all new employees hired after the ratification date of this contract, the hourly wage scale for Corrections shall be as follows:

	<u>Current</u>	<u>1/1/2024</u>	<u>1/1/2025</u>	<u>1/1/2026</u>	<u>1/1/2027</u>
Start	\$20.41	\$21.38	\$22.23	\$23.12	\$24.05
1 Year	21.87	22.91	23.83	24.78	25.77
2 Years	22.96	24.05	25.01	26.01	27.05
3 Years	23.79	24.92	25.92	26.95	28.03
4 Years	24.68	25.85	26.89	27.96	29.08
Corrections Sergeant	25.98	28.21	29.34	30.52	31.74

SECTION 13.3 compensatory time:

Increased to 84 hours

Section 16.2: annual vacation leave

G: In December of each employees wishing to get pay in lieu of time off for their vacation leave may cash in up to 100 one-hundred hours toward their following year's health insurance premium share or health saving account contributions. All claims for HSA disbursements of unused vacation time to be turned in no later than November 30th.

21.0 Uniforms:

Adding (1) vest carrier, (1) stab ballistic panel for vest carrier, (1) cut down knife

13.2 Shift assignments

A. The Sheriff and his designee shall have ultimate control over shift assignments.

The work schedule shall be posted 30 days in advance. The schedule may be adjusted for extended sick leave or absence due to job injuries. In the event of such change, volunteer will be taken. If none, the least senior employee shall be affected.

Shift assignments will be made on a six month basis. Shift bid will run October 1" through April 1".

Employees shall bid on shift assignments for a two week period prior to the start of the bid.

Special consideration to be made for employees on extended sick leave, absence due to Job related injuries, and _vacations.

Employees who fail to bid within the two week period without special consideration will be assigned to a shift by a supervisor(s) as deemed necessary.

Sgts will bid shifts by seniority, by classification.

B. The Sheriff or his designee may deviate from the bidding process for extended training, extended sick time, extended vacations, to address issues of hostile work environment and for disciplinary measures.

16.0 Rescinding In exchange for retention of section 14.2 as written and section 15.0 as written

14.2 Holiday payments shall be due and payable on the first regular pay day after December 1", of each year and shall include Christmas Eve, Christmas Day, and New Year's Eve holiday. If not employed December 24, employee agrees to return Christmas Eve, Christmas Day, New Year's Eve pay.

27.0 Fit for Duty Checkup

Once a year fit for duty checkup, county to pay, confidentiality between counselor and employee will honored.

It is the belief of the sheriff and county that a well trained and prepared deputy will potentially bring less liability on the county while bringing longevity to the employees health and a healthier lifestyle for the employees family.

If the employee's counselor believes there is an issue that requires treatment, the county will work with the employee's counselor to get the appropriate treatment.

28.0 Employee Referral

A cash award for any union employee who refers a candidate for employment with mcsso

\$250 upon a candidate finishing their 12 month

probationary period

An addition \$250 upon candidate reaching their 2 year

anniversary

COUNTY OF MASON SALARY AND WAGE SCHEDULE

ELECTED OFFICIALS & DEPARTMENT HEADS

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Prosecuting Attorney					
Start	\$114,618.92	\$120,349.87	\$125,163.86	\$130,170.42	\$135,377.23
After one year service	\$124,732.36	\$130,968.98	\$136,207.74	\$141,656.05	\$147,322.29
After two years service	\$134,845.81	\$141,588.10	\$147,251.63	\$153,141.69	\$159,267.36
Sheriff					
Start	\$69,443.65	\$72,915.83	\$75,832.46	\$78,865.76	\$82,020.39
After one year service	\$75,571.01	\$79,349.56	\$82,523.54	\$85,824.48	\$89,257.46
After two years service	\$81,698.39	\$85,783.31	\$89,214.64	\$92,783.23	\$96,494.56
Clerk					
Start	\$59,104.23	\$62,059.45	\$64,541.82	\$67,123.50	\$69,808.44
After one year service	\$64,319.31	\$67,535.28	\$70,236.69	\$73,046.16	\$75,968.00
After two years service	\$69,534.39	\$73,011.11	\$75,931.55	\$78,968.81	\$82,127.57
Treasurer					
Start	\$59,104.23	\$62,059.45	\$64,541.82	\$67,123.50	\$69,808.44
After one year service	\$64,319.31	\$67,535.28	\$70,236.69	\$73,046.16	\$75,968.00
After two years service	\$69,534.39	\$73,011.11	\$75,931.55	\$78,968.81	\$82,127.57
Drain Commissioner					
Start	\$44,464.13	\$46,687.34	\$48,554.83	\$50,497.02	\$52,516.91
After one year service	\$48,387.43	\$50,806.80	\$52,839.08	\$54,952.64	\$57,150.74
After two years service	\$52,310.73	\$54,926.27	\$57,123.32	\$59,408.25	\$61,784.58
DPW Director Supplement	\$12,739.80	\$13,376.79	\$13,911.86	\$14,468.34	\$15,047.07
Register of Deeds					
Start	\$53,346.32	\$56,013.64	\$58,254.19	\$60,584.35	\$63,007.73
After one year service	\$58,053.35	\$60,956.02	\$63,394.26	\$65,930.03	\$68,567.23
After two years service	\$62,760.38	\$65,898.40	\$68,534.34	\$71,275.71	\$74,126.74
Magistrate					
Start	\$78,027.92	\$81,929.32	\$85,206.49	\$88,614.75	\$92,159.34
Satisfaction plus 1 year	\$84,912.74	\$89,158.38	\$92,724.71	\$96,433.70	\$100,291.05
Satisfaction plus 2 years	\$91,797.56	\$96,387.43	\$100,242.93	\$104,252.65	\$108,422.75
40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Friend of the Court					
Start	\$61,727.67	\$64,814.05	\$67,406.62	\$70,102.88	\$72,907.00
Satisfaction plus 1 year	\$67,174.24	\$70,532.95	\$73,354.27	\$76,288.44	\$79,339.98
Satisfaction plus 2 years	\$72,620.79	\$76,251.83	\$79,301.91	\$82,473.98	\$85,772.94
40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Equalization Director					
Start	\$62,499.26	\$65,624.23	\$68,249.20	\$70,979.16	\$73,818.33
Satisfaction plus 1 year	\$68,013.92	\$71,414.62	\$74,271.20	\$77,242.05	\$80,331.73
Satisfaction plus 2 years	\$73,528.56	\$77,204.98	\$80,293.18	\$83,504.91	\$86,845.11
40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Building & Zoning Director					
Start	\$59,045.27	\$61,997.53	\$64,477.43	\$67,056.53	\$69,738.79
Satisfaction plus 1 year	\$64,255.17	\$67,467.93	\$70,166.64	\$72,973.31	\$75,892.24
Satisfaction plus 2 years	\$69,465.06	\$72,938.31	\$75,855.84	\$78,890.08	\$82,045.68
40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Maintenance Superintendent					
Start	\$52,622.83	\$55,253.98	\$57,464.13	\$59,762.70	\$62,153.21
Satisfaction plus 1 year	\$57,266.01	\$60,129.31	\$62,534.48	\$65,035.86	\$67,637.30
Satisfaction plus 2 years	\$61,909.21	\$65,004.67	\$67,604.86	\$70,309.05	\$73,121.42
40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.

COUNTY OF MASON SALARY AND WAGE SCHEDULE

ELECTED OFFICIALS & DEPARTMENT HEADS

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Airport					
Start	\$46,295.74	\$48,610.53	\$50,554.95	\$52,577.15	\$54,680.24
Satisfaction plus 1 year	\$50,380.67	\$52,899.70	\$55,015.69	\$57,216.32	\$59,504.97
Satisfaction plus 2 years	\$54,465.58	\$57,188.86	\$59,476.41	\$61,855.47	\$64,329.69
	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Animal Control					
Start	\$46,295.74	\$48,610.53	\$50,554.95	\$52,577.15	\$54,680.24
Satisfaction plus 1 year	\$50,380.67	\$52,899.70	\$55,015.69	\$57,216.32	\$59,504.97
Satisfaction plus 2 years	\$54,465.58	\$57,188.86	\$59,476.41	\$61,855.47	\$64,329.69
	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Administrator					
Start	\$106,633.85	\$111,965.55	\$116,444.17	\$121,101.93	\$125,946.01
Satisfaction plus 1 year	\$116,042.72	\$121,844.86	\$126,718.65	\$131,787.40	\$137,058.90
Satisfaction plus 2 years	\$125,451.59	\$131,724.17	\$136,993.14	\$142,472.87	\$148,171.78
	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Emergency Management Coordinator					
Start	\$50,652.33	\$53,184.95	\$55,312.34	\$57,524.84	\$59,825.83
Satisfaction plus 1 year	\$53,900.01	\$56,595.01	\$58,858.81	\$61,213.17	\$63,661.69
Satisfaction plus 2 years	\$58,258.73	\$61,171.67	\$63,618.54	\$66,163.28	\$68,809.81
	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Deputy Equalization Director					
Start	\$57,200.00	\$60,060.00	\$62,462.40	\$64,960.90	\$67,559.33
Satisfaction plus 1 year	\$58,916.00	\$61,861.80	\$64,336.27	\$66,909.72	\$69,586.11
Satisfaction plus 2 years	\$61,272.64	\$64,336.27	\$66,909.72	\$69,586.11	\$72,369.56
	40 hrs.	40 hrs.	40 hrs.	40 hrs.	40 hrs.
Deputy Administrator					
Start	\$106,633.85		\$110,899.21		

COUNTY OF MASON SALARY AND WAGE SCHEDULE

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Undersheriff	\$70,278.43 40 hrs.	\$73,792.35 40 hrs.	\$76,744.05 40 hrs.	\$79,813.81 40 hrs.	\$83,006.36 40 hrs.
Acting Chief Deputy	\$68,042.13 40 hrs.	\$71,444.23 40 hrs.	\$74,302.00 40 hrs.	\$77,274.08 40 hrs.	\$80,365.05 40 hrs.
Chief Assistant Prosecutor					
Start	\$71,089.52	\$74,643.99	\$77,629.75	\$80,734.94	\$83,964.34
Satisfaction plus 1 year	\$77,362.15	\$81,230.26	\$84,479.47	\$87,858.65	\$91,372.99
Satisfaction plus 2 years	\$83,634.73 40 hrs.	\$87,816.47 40 hrs.	\$91,329.13 40 hrs.	\$94,982.29 40 hrs.	\$98,781.59 40 hrs.
Assistant Prosecutor					
Start	\$61,860.02	\$64,953.02	\$67,551.14	\$70,253.19	\$73,063.32
Satisfaction plus 1 year	\$67,318.29	\$70,684.21	\$73,511.57	\$76,452.04	\$79,510.12
Satisfaction plus 2 years	\$72,776.53 40 hrs.	\$76,415.35 40 hrs.	\$79,471.97 40 hrs.	\$82,650.85 40 hrs.	\$85,956.88 40 hrs.
Circuit Court Reporter					
Start	\$56,299.31	\$59,114.28	\$61,478.85	\$63,938.01	\$66,495.53
Satisfaction plus 1 year	\$61,266.90	\$64,330.25	\$66,903.46	\$69,579.60	\$72,362.78
Satisfaction plus 2 years	\$66,234.49 40 hrs.	\$69,546.22 40 hrs.	\$72,328.07 40 hrs.	\$75,221.19 40 hrs.	\$78,230.04 40 hrs.
District Court Reporter					
Start	\$45,605.84	\$47,886.13	\$49,801.58	\$51,793.64	\$53,865.39
Satisfaction plus 1 year	\$49,629.89	\$52,111.38	\$54,195.84	\$56,363.67	\$58,618.22
Satisfaction plus 2 years	\$53,653.95 40 hrs.	\$56,336.65 40 hrs.	\$58,590.11 40 hrs.	\$60,933.72 40 hrs.	\$63,371.07 40 hrs.
Friend of the Court Case Worker					
Start	\$50,641.03	\$53,173.08	\$55,300.00	\$57,512.00	\$59,812.48
Satisfaction plus 1 year	\$55,109.38	\$57,864.85	\$60,179.44	\$62,586.62	\$65,090.08
Satisfaction plus 2 years	\$63,964.30 40 hrs.	\$67,162.51 40 hrs.	\$69,849.01 40 hrs.	\$72,642.97 40 hrs.	\$75,548.69 40 hrs.
Friend of the Court Mediator Referee					
Start	\$37,534.13	\$39,410.83	\$40,987.27	\$42,626.76	\$44,331.83
Satisfaction plus 1 year	\$40,845.98	\$42,888.28	\$44,603.81	\$46,387.96	\$48,243.48
Satisfaction plus 2 years	\$44,157.81	\$46,365.70	\$48,220.33	\$50,149.15	\$52,155.11
Probate Juvenile Agent					
Start	\$43,171.08	\$45,329.64	\$47,142.82	\$49,028.53	\$50,989.68
Satisfaction plus 1 year	\$48,442.29	\$50,864.41	\$52,898.98	\$55,014.94	\$57,215.54
Satisfaction plus 2 years	\$53,713.51	\$56,399.19	\$58,655.16	\$61,001.36	\$63,441.42
Alternative Education Administrator	\$16,569.38	\$17,397.85	\$18,093.76	\$18,817.51	\$19,570.21
Assistant Maintenance Superintendent					
Start	\$37,941.38	\$39,838.44	\$41,431.98	\$43,089.26	\$44,812.83
Satisfaction plus 1 year	\$41,289.15	\$43,353.61	\$45,087.75	\$46,891.26	\$48,766.91
Satisfaction plus 2 years	\$44,636.92 40 hrs.	\$46,868.76 40 hrs.	\$48,743.51 40 hrs.	\$50,693.25 40 hrs.	\$52,720.98 40 hrs.
Probate Juvenile Court Case Worker					
Start	\$50,641.03	\$53,173.08	\$55,300.00	\$57,512.00	\$59,812.48
Satisfaction plus 1 year	\$55,109.38	\$57,864.85	\$60,179.44	\$62,586.62	\$65,090.08
Satisfaction plus 2 years	\$59,577.70 40 hrs.	\$62,556.59 40 hrs.	\$65,058.85 40 hrs.	\$67,661.21 40 hrs.	\$70,367.65 40 hrs.
Circuit Court Administrator					
Start	\$53,040.00	\$55,692.00	\$57,919.68	\$60,236.47	\$62,645.93
Satisfaction plus 1 year	\$57,720.00	\$60,606.00	\$63,030.24	\$65,551.45	\$68,173.51
Satisfaction plus 2 years	\$62,400.00 40 hrs.	\$65,520.00 40 hrs.	\$68,140.80 40 hrs.	\$70,866.43 40 hrs.	\$73,701.09 40 hrs.

COUNTY OF MASON SALARY AND WAGE SCHEDULE

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Computer Network Administrator	\$8,032.29	\$8,433.90	\$8,771.26	\$9,122.11	\$9,486.99
Computer Network First Responder	\$3,727.15	\$3,913.51	\$4,070.05	\$4,232.85	\$4,402.17
Building Official	\$11,474.69	\$12,048.43	\$12,530.37	\$13,031.58	\$13,552.84

COUNTY OF MASON SALARY AND WAGE SCHEDULE

OTHER HOURLY EMPLOYEES

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Clerical					
Start	\$17.80	\$18.69	\$19.43	\$20.21	\$21.02
Satisfaction plus 6 months	\$18.04	\$18.94	\$19.70	\$20.49	\$21.31
Satisfaction plus 1 year	\$18.37	\$19.29	\$20.06	\$20.86	\$21.70
Satisfaction plus 2 years	\$19.04	\$19.99	\$20.79	\$21.62	\$22.48
Satisfaction plus 3 years	\$20.20	\$21.21	\$22.05	\$22.94	\$23.85
Satisfaction plus 4 years	\$21.58	\$22.66	\$23.57	\$24.51	\$25.49
Custodian					
Start	\$17.07	\$17.93	\$18.65	\$19.39	\$20.17
Satisfaction plus 1 year	\$18.58	\$19.51	\$20.29	\$21.10	\$21.94
Satisfaction plus 2 years	\$20.09	\$21.10	\$21.94	\$22.82	\$23.73
Drain Engineering Technician					
Start	\$20.09	\$21.10	\$21.94	\$22.82	\$23.73
Satisfaction plus 1 year	\$21.87	\$22.96	\$23.88	\$24.84	\$25.83
Satisfaction plus 2 years	\$23.63	\$24.81	\$25.80	\$26.83	\$27.91
Drain Maintenance Technician					
Start	\$18.59	\$19.52	\$20.30	\$21.11	\$21.96
Satisfaction plus 1 year	\$20.24	\$21.25	\$22.10	\$22.99	\$23.91
Satisfaction plus 2 years	\$21.88	\$22.98	\$23.90	\$24.85	\$25.85
Property Appraiser					
Start	\$18.54	\$19.47	\$20.25	\$21.06	\$21.90
Satisfaction plus 1 year	\$20.17	\$21.18	\$22.03	\$22.91	\$23.83
Satisfaction plus 2 years	\$21.81	\$22.90	\$23.82	\$24.77	\$25.76
Property Appraiser, Level I					
Start	\$22.28	\$23.40	\$24.33	\$25.31	\$26.32
Satisfaction plus 1 year	\$24.25	\$25.46	\$26.48	\$27.54	\$28.64
Satisfaction plus 2 years	\$26.22	\$27.53	\$28.63	\$29.78	\$30.97
Zoning Fieldman					
Start	\$18.54	\$19.47	\$20.25	\$21.06	\$21.90
Satisfaction plus 1 year	\$20.17	\$21.18	\$22.03	\$22.91	\$23.83
Satisfaction plus 2 years	\$21.81	\$22.90	\$23.82	\$24.77	\$25.76
Animal Control Officer					
Start	\$18.54	\$19.47	\$20.25	\$21.06	\$21.90
Satisfaction plus 1 year	\$20.17	\$21.18	\$22.03	\$22.91	\$23.83
Satisfaction plus 2 years	\$21.81	\$22.90	\$23.82	\$24.77	\$25.76

COUNTY OF MASON SALARY AND WAGE SCHEDULE

OTHER HOURLY EMPLOYEES

	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
<u>Part-time employees</u>					
Animal Control Officer					
Start	\$15.30	\$16.06	\$16.70	\$17.37	\$18.07
Satisfaction plus 1 year	\$16.65	\$17.48	\$18.18	\$18.91	\$19.67
Satisfaction plus 2 years	\$18.00	\$18.90	\$19.66	\$20.45	\$21.26
Clerical					
Start	\$15.30	\$16.06	\$16.70	\$17.37	\$18.07
Satisfaction plus 1 year	\$16.65	\$17.48	\$18.18	\$18.91	\$19.67
Satisfaction plus 2 years	\$18.00	\$18.90	\$19.66	\$20.45	\$21.26
Custodian					
Start	\$15.30	\$16.06	\$16.70	\$17.37	\$18.07
Satisfaction plus 1 year	\$16.65	\$17.48	\$18.18	\$18.91	\$19.67
Satisfaction plus 2 years	\$18.00	\$18.90	\$19.66	\$20.45	\$21.26
Corrections Officer					
Start	\$17.52	\$18.40	\$19.14	\$19.90	\$20.70
Satisfaction plus 1 year	\$19.06	\$20.02	\$20.82	\$21.65	\$22.52
Satisfaction plus 2 years	\$20.61	\$21.64	\$22.51	\$23.41	\$24.35
Airport Assistants					
Start	\$15.30	\$16.06	\$16.70	\$17.37	\$18.07
Satisfaction plus 1 year	\$16.65	\$17.48	\$18.18	\$18.91	\$19.67
Satisfaction plus 2 years	\$18.00	\$18.90	\$19.66	\$20.45	\$21.26
Veterans Service Officer					
Start	\$22.95	\$24.10	\$25.06	\$26.06	\$27.11
Victims Rights Advocate					
Start	\$17.80	\$18.69	\$19.43	\$20.21	\$21.02
Marine Officer					
Start	\$17.52	\$18.40	\$19.14	\$19.90	\$20.70
Satisfaction plus 1 year	\$19.06	\$20.02	\$20.82	\$21.65	\$22.52
Satisfaction plus 2 years	\$20.61	\$21.64	\$22.51	\$23.41	\$24.35
Deputy Emergency Management Coordinator					
Start	\$18.75	\$19.69	\$20.48	\$21.29	\$22.15
Satisfaction plus 1 year	\$20.35	\$21.37	\$22.22	\$23.11	\$24.04
Satisfaction plus 2 years	\$22.00	\$23.10	\$24.02	\$24.98	\$25.98
	20 hrs.	20 hrs.	20 hrs.	20 hrs.	20 hrs.