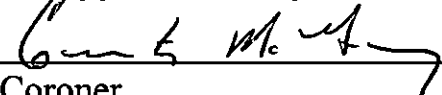


Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: July 18, 2019	PREPARED BY: Laura B. Stark
Meeting Date Requested: July 30, 2019	PRESENTED BY: Curtis McGary
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
SUBJECT: Transfer ownership of LT-1013, a 2019 Ford F150, VIN# 1FTEX1E50KKD84316, from the Franklin County Coroner to the Franklin County Equipment Rent and Revolving Fund (ER&R) pursuant to Franklin County Resolution #2019-052.	
FISCAL IMPACT: Impact to the Franklin County Coroner budget is outlined in Resolution #2019-052 (attached). No further impact is anticipated.	
BACKGROUND: February 12, 2019 the Franklin County Board of Commissioners authorized the Franklin County Coroner to purchase a 2019 Ford F150 by Resolution #2019-052, with the intent to transfer this vehicle to the Franklin County ER&R Fund. The 2019 Ford F150 was delivered to the Coroner on July 2, 2019 and assigned vehicle number LT-1013. The Coroner wishes to complete the intended transfer to ER&R Fund from the Coroner Fund as indicated in Resolution #2019-052 at this time.	
RECOMMENDATION: Approve the attached resolution transferring ownership of LT-1013, a 2019 Ford F150, VIN# 1FTEX1E50KKD84316, from the Franklin County Coroner to the Franklin County Equipment Rent and Revolving Fund (ER&R) pursuant to Franklin County Resolution #2019-052, and to therefore have the ER&R Fund and the County Auditor to add the assets to the inventory list of the ER&R Fund.	
COORDINATION: This matter has been discussed with Laura Stark, Public Works Administrative Assistant, Curtis McGary, Coroner, Matt Mahoney, Public Works Director	
ATTACHMENTS: <ul style="list-style-type: none"> • Franklin County Resolution #2019-052 • Proposed Resolution 	
HANDLING / ROUTING: <ul style="list-style-type: none"> • Curtis McGary, Franklin County Coroner • Laura Stark, Public Works Administrative Assistant • Matt Beaton, Franklin County Auditor 	

I certify the above information is accurate and complete.



 Coroner

Curtis McGary, Franklin County

FRANKLIN COUNTY RESOLUTION NO. _____

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF FRANKLIN COUNTY, WASHINGTON**

***AUTHORIZING TRANSFER OF COUNTY ASSET FROM FRANKLIN COUNTY
CORONER TO FRANKLIN COUNTY EQUIPMENT RENT AND REVOLVING
(ER&R) FUND***

WHEREAS, the Public Works Department has recommended that, upon procurement, said equipment be transferred from the Franklin County Coroner Fund to the Equipment Rent and Revolving (ER&R) Fund and that a rental rate be established; and

WHEREAS, pursuant to RCW 36.33A.050, the legislative authority of the County may, from time to time, place moneys in the fund from any source lawfully available to it and may transfer equipment, materials, and supplies of any office or department to the ER&R Fund with or without charge consistent with RCW 43.09.210; and

WHEREAS, pursuant to RCW 36.33A.030, the County Engineer, or other appointee of the county legislative body, shall administer the ER&R Fund and shall be responsible for establishing the terms and charges for the sale of any material or supplies which have been purchased, maintained, or manufactured with moneys from the fund. The terms and charges shall be set to cover all costs of purchasing, storing, and distributing the material or supplies, and may be amended as considered necessary; and

WHEREAS, pursuant to RCW 36.33A.040, rates of the rental of vehicles and equipment owned by the fund shall be set to cover all costs of maintenance and repair, material and supplies consumed in operating or maintaining the equipment, and the future replacement thereof. The rates shall be determined by the County Engineer or other appointee of the county legislative body and shall be subject to annual review by the legislative body; and

WHEREAS, the Franklin County Board of Commissioners appointed the Public Works Director as the administrator of the fund, and to determine the rates for the rental of equipment owned by the fund; and

WHEREAS, the ER&R rate structure has been established to cover all costs associated with the operation of the fund which is composed of five (5) components: 1) expenses due to maintenance and operation – employee wages, building rental, equipment repair, supplies, etc.; 2) depreciation of equipment; 3) a surcharge for equipment replacement; 4) corrections for prior year charges; 5) fleet overhead rate for emergency reserve; and

WHEREAS, the rates established for the asset recommended for transfer one (1) 2019 Ford F150, VIN #1FTEX1E50KKD84316, ID #LT-1013, is \$618.13 per month; and

WHEREAS, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems the transfer of the equipment and adoption of the proposed rate to be in the best interest of the County,

NOW, THEREFORE, BE IT RESOLVED The Board of Franklin County Commissioners authorize the transfer of one (1) 2019 Ford F150, VIN #1FTEX1E50KKD84316, ID #LT-1013, from the Franklin County Coroner to the ER&R Fund, and to therefore have the ER&R Fund and the County Auditor add the assets to the inventory list of the ER&R Fund; and

FRANKLIN COUNTY RESOLUTION NO. _____

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF FRANKLIN COUNTY, WASHINGTON**

BE IT FUTHER RESOLVED, the 2019 Ford F150, VIN #1FTEX1E50KKD84316, ID #LT-1013 be added to the Municipal Vehicles and Public Works Equipment, Equipment Rental Services 2019 ER&R Rental rates, for the 2019 calendar year (January 1, 2019 through December 31, 2019) with an established rental rate of \$618.13 per month.

APPROVED this _____ day of _____, 2019.

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chairman

Chairman Pro Tem

Member

Attest

Clerk of the Board

2019 052

FRANKLIN COUNTY RESOLUTION

**BEFORE THE BOARD OF COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

**APPROVAL OF PURCHASE OF VEHICLE FOR THE FRANKLIN COUNTY
CORONER'S OFFICE**

WHEREAS, the Franklin County Coroner has certain statutory responsibilities under R.C.W. 36.24; and

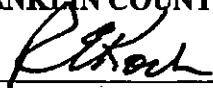
WHEREAS, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and deems this to be in the best interest of the County.

NOW, THEREFORE, BE IT RESOLVED, that the Franklin County Commissioners do hereby authorize the Coroner's office to purchase a pickup truck with a bed canopy, a cot and cover for the purpose of providing the County Coroner with a properly supplied vehicle to perform his duties; and

BE IT FURTHER RESOLVED by the Board of Franklin County Commissioners that Franklin County authorizes the transfer of \$40,685 from the Current Expense Fund Non-Departmental Contingency line (101700-5001) to the Coroner's office capital line (101220-6400) for initial acquisition of the vehicle and supplies plus a transfer of \$6,875 from the Current Expense Fund Non-Departmental Contingency line (101700-5001) to the Coroner's office vehicle rental lease line (101220-4503) for the anticipated monthly payments to the County Motor Vehicle ER&R Fund.

APPROVED this 12th day of February, 2019.


**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**



Chair



Chair Pro Tem



Member

ATTEST:



Clerk to the Board

February 6, 2019

The Coroner's office wishes to upgrade the vehicles that are used by the Coroner's office to vehicles that are able perform the duties and responsibilities of the Coroner's office.

At this time, the office currently has possession of a Ford Explorer, Chevrolet Impala and a Chevrolet Trail Blazer. None of these vehicles allow for the transportation of deceased human remains. Due to the high miles on all three of these vehicles, the maintenance cost to keep these vehicles running has become rather cumbersome.

It is proposed that at this time the Coroner's Office acquire one 4x4 truck with canopy shell on the back.

With this proposal, the Coroner's office will be able to fulfill the duties and responsibilities of the Coroner's Office. These responsibilities include but are not limited to:

A. We will ensure chain of custody of human remains and other evidence for cases that require the transportation and investigative process. (i.e. Homicide, Suicide, Fatality accidents)

B. The transportation of human remains when no preferred funeral home has been chosen. Saving the possibility of expenses to the County. (See RCW 68.50.032)

1. When the services of a funeral home are utilized said funeral home does not provide services for the disposition of the deceased. In turn, they bill the Coroner's office in the amount of \$300 + per occurrence.

C. Assisting other agencies within the County such as the Franklin County Sheriff's Office, Pasco Police Department, Connell Police Department, Washington State Patrol, as well as Pasco Fire Department and Franklin County Fire Districts. In the case of vehicle accidents, this sometimes may require the road department to close the road. Often these roads are main highways throughout the County and it is not ideal for them to be closed longer than necessary.

With the proper vehicle, this will allow for better response times for arriving and leaving the place of investigation. This would enable other agencies to leave the scene of investigation sooner in addition reopening roads if a closure was required. This in turn would save those agencies hours of time as well as expenses. In visiting with the heads of these other agencies, they are all in favor of decreased response times and which would result in less amount of time being required at a scene.

In the northern part of the County this can be several hours that law enforcement, first responders, and the road department personnel are tied up and not able to respond to other incidents. With most of the first responders in the County being volunteers, this puts an unnecessary burden on them to stay for extended amounts of time.

Under the current operations, law enforcement and first responders arrive on scene. At this time, the coroner's office is called and arrive to begin performing their investigation. Local funerals homes are then contacted to come remove the human remains from the scene. The amount of time that is spent awaiting for the funeral homes to arrive can vary anywhere between thirty

February 6, 2019

minutes to hours. The funeral home is then tasked with the responsibility of transporting back to the funeral home or to a location as directed by the Coroner's office. Under certain circumstances, the County shall bear the cost of said transportations in accordance with RCW 68.50.032.

RCW 68.50.032

Transportation of remains directed by coroner or medical examiner—Costs. Whenever a coroner or medical examiner assumes jurisdiction over human remains and directs transportation of those remains by a funeral establishment, as defined in RCW 18.39.010, the reasonable costs of transporting shall be borne by the county if: (1) The funeral establishment transporting the remains is not providing the funeral or disposition services; or (2) the funeral establishment providing the funeral or disposition services is required to transport the remains to a facility other than its own. Except as provided in RCW 36.39.030, 68.52.030, and 73.08.070, any transportation costs or other costs incurred after the coroner or medical examiner has released jurisdiction over the human remains shall not be borne by the county.

In having a 4x4 truck this would also allow for responses to remote areas, such as Juniper Dunes, railroad right-of-ways and agriculture fields in addition to being able to travel safely in adverse weather conditions. In having the truck this would also keep any unpleasant odors or other foreign objects secluded from Coroner personnel while transporting the deceased, thus helping maintain a safer working environment.

POSSIBLE EXPENSES:

Currently, the Coroner's Office has three vehicles. These three vehicles are not useable as viable vehicle to do said removals. Due to the age and the maintenance of the vehicle, the repair costs exceed the value of the vehicle by hundreds of dollars annually. Example last year (2018) one vehicle had repair expenses over \$1400. The vehicle is valued at \$800 on high estimates. The overall expenses for maintenance and repair last year (2018) exceeded that which was budgeted, \$3,000. If we continue with the vehicles currently used the problems will only increase. There have been numerous times where I have personally gone to start the Chevrolet Impala to go to the office or to a call and the car simply will not turn over without being "jumped". In addition, the vehicle is incapable of physically reaching certain areas of response as previously stated.

When we must utilize a funeral home for transportation services they do not provided services for disposition of the deceased and charge the Coroner's Office for such. This charge is anywhere from \$315 to \$330 per occurrence. This does not include transportation to other facilities if needed. This will occur more often as families have become more accustomed to price comparing or choosing another funeral home for other reasons.

With the approval of the purchase of a 4x4 truck and going through the County vehicle lease program this would save the County money due to vehicle fuel, insurance, repairs and replacement costs all being covered.

February 6, 2019

POSSIBLE REVENUE:

The Coroner's Office having the necessary vehicle to make removals from the place of death comes the possibility to generate revenue.

In visiting with LifeNet Health and LifeNet Northwest regarding the transportation of remains to and from local hospitals, the Tissue Bank reimburses those transporting the body. This would be paid on a case-by-case basis.

It would be my hope, after multiple discussions with these companies that we would enter into an agreement to provide transportation of the donor to the local hospital for the recovery. These type of transports would be within Benton and Franklin Counties.

ESTIMATES:

As of today's date, February 06, 2019 there have been a total of 10 deaths in which we could have provided transportation for, which instead had to be completed by other parties.

If we were to transport an estimated 10 donors per year at \$400 per transport, that is a potential revenue of \$4,000 per year.

Once I receive approval for said vehicle, I would then pursue said agreement.

VEHICLE COST:

<i>ESTIMATED COST</i>	
Truck/Canopy (Cargo Plumbers with Doors on Rear)	\$38,500.00
Removal Cot	\$1,800.00
Removal Cot Pouch	\$385.00
Estimated Total Cost:	40,685.00

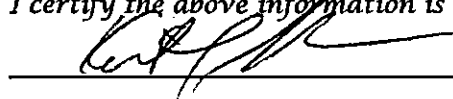
PURCHASE NEW VEHICLE		CURRENT VEHICLE USE		2018 Figures			
Truck & Canopy Purchase	\$ 38,500.00	Maintenance & Repair	\$ 4,000.00				
Cot Purchase	\$ 1,800.00	Fuel	\$ 1,697.00				
Cot Cover Purchase	\$ 385.00	Additional Mileage Personal	\$ 880.00				
Total Purchase	\$ 40,685.00						
Monthly Rate over 96 months	\$ 423.80	Total Vehicle Operations	\$ 6,577.00				
		Monthly Rate 12 months	\$ 548.08				
Estimated Monthly Rental ER&R	\$ 625.00	Estimated Other Transport Exp	\$ 320.00	per removal			
		Funeral Home payments	\$ 640.00	Est. 2 per month			
Differnce	\$ 201.20	3rd Party Transport Est. Yearly Tot.	\$ 7,680.00				
		Est Total Vehicle Expense	\$ 14,257.00	3rd party Trans.			
		Line H8 + H15		2018 County/ maint./ Repair/fuel			
Est. Yearly Rate	\$ 7,500.00	Est. Monthy Rate Vehicle Exp	\$ 1,188.08				
Transport for Tissue Banks	\$ 400.00	Per Transport Est 10 per yr.	\$ 4,000.00				
Avg Monthly Rate			\$ 333.33				
Cost figures for new vehicle includes all maintenance, fuel, repairs and future purchase of new vehicle in 8-10 years							
Cost figures for current vehicle are estimate for maintenance, fuel and repairs.							
This does not cover expense of replacement of Vehicles. Which will be needed.							

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 2/6/2019	PREPARED BY: Shirley Jones
Meeting Date Requested: 2/12/2019	PRESENTED BY: Curtis McGary/ Keith Johnson
ITEM: (Select One) Consent Agenda <input checked="" type="checkbox"/> Brought Before the Board Time needed: 10 minutes	
SUBJECT: Request for Authorization to purchase vehicle for Coroner's office.	
FISCAL IMPACT: \$40,685 initial capital outlay plus \$625 monthly to ER&R for the remaining 11 months of the year. Total 2019 impact of \$47,560.	
BACKGROUND: The current vehicles (3) used by the Coroner's office are past their economic/mechanical useful life and are in need of replacement. The Coroner would prefer to purchase a vehicle capable of serving the needs of the office and is suggesting a Pickup with a bed canopy to be able to carry supplies and transport human remains. Currently, the Coroner does not have the ability to transport remains and must contract this service with area funeral homes, which charge for this service. The acquired vehicle would be placed in the County ER&R Fund.	
RECOMMENDATION: Approve the resolution to authorize the purchase of 1 vehicle.	
COORDINATION: Keith Johnson, Franklin County Administrator, Curtis McGary, Coroner.	
ATTACHMENTS: (Documents you are submitting to the Board) ASR/Resolution Letter of explanation Spreadsheet analysis of Costs/Revenue	
HANDLING / ROUTING: (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf) Shirley Jones, County Administration Curtis McGary, Coroner County Auditor's office	

I certify the above information is accurate and complete.⁶



Keith Johnson, Administrator