

COMMISSIONERS RECORD 51
FRANKLIN COUNTY
Commissioners' Proceedings for October 26, 2011

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Robert E. Koch, Chairman; Rick Miller, Chair Pro Tem; and Brad Peck, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am.

PROSECUTOR

Prosecutor Shawn Sant and Jacqueline van Wormer met with the Board.

TC-GIVES Proposal

Mr. Sant and Ms. van Wormer told the Board about the TC-GIVES proposal which deals with gang suppression. TC-GIVES is requesting approximately \$5000 from Franklin County to help fund a director position. No Federal grant funds are available for the program at this time. Benton County and other cities and groups are also being asked to provide funding.

Mr. Koch said if the .003 sales tax measure should pass, it could be a source of funding for this request.

Mr. Miller said I think it's a great program. It comes down to the budget again.

Mr. Peck said a lot of the work is being shifted to the state which used to be done in families. He agrees with Commissioner Koch that if the .003 sales tax should pass, this is one thing we should look at for funding. He would go a step further to say that regardless, we should fund it. He said he would even cut Commissioner travel allowances to fund it out of that line item.

HUMAN RESOURCES (HR) (9:18 am)

HR Director Rosie H. Rumsey met with the Board. Also present: Prosecutor Shawn Sant, Auditor Matt Beaton, Auditor's Administrative Assistant Jeff Burckhard and Chief Accountant Tom Westerman.

Classification Committees Reviews

Prosecuting Attorney's Office: Systems Administrator position, PA Administrator/Child Support Administrator

Ms. Rumsey asked for approval of the recommended Grade 14 so that when the Change of Status form is received, it can be processed. Mr. Peck said, "Mr. Chairman, I would support it and I think the Board ought to just give consensus and wait for the actual paperwork to come

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through before taking any formal action.” Mr. Miller said I would support it also. Mr. Koch agreed. Mr. Peck said to handle it the same way as it has been done in the past.

Mr. Sant left the meeting.

Auditor’s Office, three Grade level change requests: Licensing Supervisor, Customer Service Specialist I, Customer Service Specialist II

Auditor Matt Beaton met with the Board and answered their questions about the requests and the duties of the positions. The Board gave **consensus approval** of the three grade change requests.

Mr. Beaton was asked if a satellite licensing office in another location in the county will be put in place. Mr. Beaton hopes there will be one sometime in the future but does not have specific plans or cost figures at this time. Mr. Miller said he does not know if the benefits would outweigh the overhead cost.

Mr. Beaton, Mr. Burckhard and Mr. Westerman left the meeting.

Public Works: Engineering Tech II, new employee review procedure

Ms. Rumsey presented information about the request for a grade level increase. Mr. Koch said I can agree. Mr. Miller said I can agree. Mr. Peck also agreed, saying he is inclined to let managers run the departments.

Motion – Mr. Peck: I move for approval of the requested change of status for Robert Mendez as presented, Engineering Tech II. Second by Mr. Miller. 3:0 vote in favor.

Jerrod MacPherson and Judge Craig Matheson joined the audience.

Human Resources: Assistant HR Director/Disability Board Clerk/E911 Finance Assistant position

Mr. Peck said the Board is pleased with the performance that comes out of this position. He asked Ms. Rumsey to provide some financial information about reimbursable costs for the position.

Judge Matheson left the audience.

Conover Insurance Company Contract

The Board reviewed and discussed the contract.

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Motion – Mr. Miller: I move that we accept the Broker Service Agreement today between Franklin County and Conover Insurance. Second by Mr. Koch. 2:1 vote in favor. Yeas: Miller and Koch. Nay: Peck. Resolution 2011-353 was approved.

Sharon Paradis joined the audience.

Insurance Benefits Update

Ms. Rumsey told the Board about the insurance benefits process.

Insurance Benefits Administration Policy

The Insurance Benefits Administration Policy was reviewed. The Board asked that some changes be made before Board approval later today.

OFFICE BUSINESS (11:06 am)

Administrative Assistant Toni Fulton met with the Board.

Vouchers

Motion – Mr. Peck: I move for approval of Salary Clearing payroll, Emergency Management payroll and Irrigation payroll as detailed and certified and presented by the Franklin County Auditor. Second by Mr. Miller. 3:0 vote in favor.

Salary Clearing payroll warrants 54590 through 54683 for \$178,745.20; Direct Deposit for \$315,619.84; and Benefits warrants 54684 through 54695 for \$246,897.93; for a total amount of \$741,262.97; and

Emergency Management payroll warrants 57343 through 57351 for \$3588.13; Direct Deposit for \$6667.62; and Benefits warrants 57352 through 57361 for \$4727.19; for a total amount of \$14,982.94; and

Irrigation payroll warrants 57362 through 57377 for \$6557.24; Direct Deposit for \$3706.70; and Benefits warrants 57378 through 57385 for \$5920.13; for a total amount of \$16,184.07.

Grand total is \$772,429.98. (Exhibit 1)

Motion – Mr. Peck: Mr. Chairman, I move for approval of fund expenditures as detailed and listed and certified by the Franklin County Auditor in the total amount of \$325,598.45. Second by Mr. Miller. 3:0 vote in favor.

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Current Expense warrant 56866 for \$39.00; Dept of Commerce Pass Through warrants 56877 through 56879 for \$97,480.22; Current Expense warrants 57064 through 57119 for \$58,397.66; Current Expense warrants 57120 through 57179 for \$47,080.25; Crime Victims/Witness Assist warrant 57180 for \$2900.19; Courthouse Facilitator Program warrants 57181 for \$760.00; Jail Commissary warrants 57182 through 57187 for \$5991.38; Law Library warrants 57188 and 57189 for \$8671.01; Current Expense warrant 57258 for \$79.17; Growth Management warrant 57259 for \$9741.59; Enhanced 911 warrants 57260 through 57264 for \$2538.07; TRAC Operations Fund warrants 57265 through 57297 for \$34,364.10; Franklin County RV Facility warrants 57298 through 57305 for \$5405.51; and TRAC Operations Fund warrants 57306 through 57342 for \$52,150.30; for a total amount of \$325,598.45. (Exhibit 2)

Consent Agenda

Motion - Mr. Peck: I move for approval of the consent agenda as presented with discussion.

Mr. Peck said item 8 seems redundant and will be handled in the upcoming travel policy which is nearly complete. Mr. Koch asked when do you expect that to be in front of the Board? Mr. Peck said in the next 30 days.

Mr. Koch said item #6 is pulled for now.

Amendment to Motion – Mr. Peck: I would amend my motion to remove item 6. Second by Mr. Miller. 3:0 vote in favor.

1. Approval of out-of-state travel for Lee Barrow and Jason Nunez of the Franklin County Sheriff's Office to attend Homicide School in Bend, Oregon, on November 7-9, 2011
2. Approval of Resolution 2011-354, authorizing closure of the Revolving Fund account (Petty Cash) in the Miscellaneous TRAC Promotions Budget #425-000-001
3. Approval of Resolution 2011-355, National Adoption Day Proclamation
4. Approval of letter authorizing purchase of Dell PowerEdge R510 Server from Dell Marketing LP under Washington State Contract #T10-MST-296/B27160 for \$4930.53 plus tax (Exhibit 3)
5. Approval of Resolution 2011-356, appointing Hector Deleon as a County-Designated Mental Health Professional (CDMHP) and limiting appointment to the period during which he is employed by the Crisis Response Unit, Department of Human Services, of Benton and Franklin Counties

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Clerk's Note: Item 6 was removed from the consent agenda.

6. Approval of Resolution 2011-_____, adoption of a policy for the Franklin County Human Resources Office to administer the county's insurance benefit plans
7. Approval of Resolution 2011-357, Interagency Agreement IAA12175 between State of Washington Administrative Office of the Courts and Franklin County
8. Approval of Resolution 2011-358, change in Travel Policy: Out-of-state travel requests no longer need to be approved by the Board of County Commissioners as long as there are funds in the affected budget

Recessed at 11:15 am.

Reconvened at 11:20 am.

COUNTY ADMINISTRATOR

County Administrator Fred Bowen met with the Board. Present in audience: Sharon Paradis, Judge Craig Matheson and Jerrod MacPherson.

Coffee Stand RFP

Mr. Bowen asked if the Board wants to put out an RFP for a coffee stand in the courthouse since the current business is closing. There would be a cost for the advertisement. The Board members said no.

Judge Matheson and Ms. Paradis left the audience.

Tri-Cities Visitor and Convention Bureau membership

The Board reviewed the TCVCB invoice for membership dues of \$500. They asked staff members to research how the dues have been made in the past, particularly whether it had been paid by TRAC, and report back to the Board.

Mr. Peck and Mr. Miller both feel the dues should be paid.

Planning and Building Department: Voluntary Stewardship Program and Critical Areas ordinance review

Planning Director Jerrod MacPherson met with the Board.

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The Board **gave consensus approval** for the Planning and Building Department to proceed with the time frame Mr. MacPherson suggested regarding the Voluntary Stewardship Program review process and review of the Critical Areas ordinance.

Recessed at 11:36 am.

Reconvened at 1:30 pm in budget workshop session.

Reconvened Regular Board Meeting at 4:27 pm.

HUMAN RESOURCES (continuing)

Human Resources Director Rosie H. Rumsey met with the Board.

Policy for Franklin County Human Resources Office to administer the county's insurance benefit plans

The Board reviewed drafts of the policy.

Recessed at 4:45 pm.

Reconvened at 4:48 pm.

Auditor Matt Beaton joined the audience.

Motion – Mr. Koch: I think we decided on the first draft with the verbiage changes. Mr. Peck said he will take that as a motion and will second. 3:0 vote in favor. Resolution 2011-359 was approved.

OTHER BUSINESS

The Board answered Mr. Beaton's question about the budget workshop.

Adjourned at 4:57 pm.

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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until November 2, 2011.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

Robert E. Koch, Chairman

Rick Miller, Chairman Pro Tem

Brad Peck, Member

Attest:

Clerk to the Board

Approved and signed November 23, 2011.