

COMMISSIONERS RECORD 51
FRANKLIN COUNTY
Commissioners' Proceedings for October 10, 2012

This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.

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

SHERIFF

Sheriff Richard Lathim met with the Board. Present in audience: Jim Follansbee, Rich Lahtinen, Ed Thornbrugh, Kathy Merrill-Holly, Tri-City Herald Reporter Kristi Pihl and Lizann Powers-Hammond.

Interlocal Agreement for services of Benton County / Tri-Cities Regional Special Weapons and Tactics team to non-participating jurisdiction (SWAT)

Sheriff Lathim asked for approval of an agreement and answered the Board's questions.

Motion – Mr. Miller: I move that we approve the Interlocal Agreement for services of Benton County/Tri-Cities Regional Special Weapons and Tactics team to non-participating jurisdictions at a cost of \$1000 that will be paid from the Sheriff's budget line. Second by Mr. Koch with approval for the chairman to sign. Mr. Peck said the motion is to approve the resolution and agreement as presented. 3:0 vote in favor. Resolution 2012-332 was approved.

HUMAN SERVICES

Human Services Administrator Ed Thornbrugh met with the Board. Present in audience: Jim Follansbee, Rich Lahtinen, Kathy Merrill-Holly, Tri-City Herald Reporter Kristi Pihl and Lizann Powers-Hammond.

Review of Franklin County 2060 (Affordable Housing) Steering Committee recommendations and request to proceed with contract negotiations

Mr. Thornbrugh told the Board about six recommendations for use of the Affordable Housing (2060) funds and asked for approval to notify the applicants and proceed with contract negotiations. The six applicants are: Domestic Violence Services, Safe Harbor Crisis Nursery,

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Lourdes Counseling Center, Pasco Housing Authority, Habitat for Humanity and Therapeutic Innovations and Recovery (TIR).

Mr. Thornbrugh explained that since the application was received, the Domestic Violence Shelter has experienced a fire that affected an area for which a portion of the grant funding would have been used. Insurance is expected to cover some of the repair costs.

Kathy Merrill-Holly, Director of Home Connections at the Community Action Committee (CAC), gave brief comments.

Mr. Miller would like the CAC to make a request for grant funds. Mr. Thornbrugh will consult with the Prosecutor's Office about whether CAC can make a request now. The original grant application process was done using a Request for Proposal (RFP). He will ask if it is allowable to do direct negotiation with CAC for professional services.

The Board had **consensus agreement** to allow Mr. Thornbrugh to proceed with contract negotiations with Domestic Violence Services, Safe Harbor Crisis Nursery, Lourdes Counseling Center, Pasco Housing Authority and Habitat for Humanity, with the understanding that the Board is not supportive of funding the work that was originally intended for the portion of the Domestic Violence Services unit that was damaged by fire. The Board had **consensus agreement** to not proceed with an agreement with TIR.

The Board also had **consensus agreement** that the 12% administrative allowance for distribution of vouchers on one application may be too high. Mr. Thornbrugh will find out more about the work involved in screening and issuing low income vouchers prior to *final contract* preparation.

Mr. Peck said the Board had **consensus agreement** to support Mr. Thornbrugh meeting with the deputy prosecutor and finding out what the county can legally do, and then if we can lawfully do it, meeting with CAC to see if they have use of these resources in Franklin County and then coming back to the Board with a proposal for a direct contract.

WSU EXTENSION

WSU Extension Agent Lizann Powers-Hammond met with the Board. Present in audience: Jim Follansbee, Rich Lahtinen, Ed Thornbrugh, Kathy Merrill-Holly, Tri-City Herald Reporter Kristi Pihl and Margo Hines.

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Update regarding food safety and nutrition

Ms. Powers-Hammond gave an update to the Board about the Food Sense Program and the Supplemental Assistance Program (SNAP) (formerly Food Stamps). There are four local educators for the SNAP program. Classroom instruction about nutrition and food safety is provided in elementary school classrooms, to the Department of Corrections parolee program, and to parent groups.

Master Food Preserver Program

Ms. Powers-Hammond told the Board about the food safety education program which is commonly called the Master Food Preserver Program and includes food preservation and general prevention of food-borne illnesses.

OFFICE BUSINESS (9:58 am)

Administrative Assistant Margo Hines met with the Board. Present in audience: Jim Follansbee, Rich Lahtinen, Ed Thornbrugh, Kathy Merrill-Holly, Tri-City Herald Reporter Kristi Pihl and Ryan Verhulp.

Vouchers

Motion – Mr. Koch moved for approval of two sets of vouchers.

Fund expenditures for 11 individual items for a total of \$270,653.43. It is approved by Matt Beaton and audited by Julie Jordan. Second by Mr. Miller. 3:0 vote in favor. (Exhibit 1)

Fund Expenditures	<u>Warrants</u>		Amount Issued
Current Expense	72304	72358	\$63,269.20
Current Expense	72359	72411	\$53,694.91
Current Expense	72412	72445	\$22,668.98
Auditor O & M	72446	72449	\$356.91
.3% Criminal Justice Const Fnd	72450	-	\$52,761.37
Election Equipment Revolving	72469	72470	\$232.67
Treasurer O & M	72471	-	\$1,296.92
Jail Commissary	72472	72476	\$2,206.98
Ending Homelessness Fund	72477	-	\$63,792.16
TRAC Operations Fund	72478	72499	\$10,340.95
Franklin County RV Facility	72500	72501	\$32.38

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Salary Clearing payroll, Emergency Management payroll and Irrigation payroll in the bottom line of \$614,423.93. It is approved by Jeff Burckhard and prepared by Ms. Curiel. Second by Mr. Miller. 3:0 vote in favor. (Exhibit 2)

Fund Expenditures	<u>Warrants</u>	Amount Issued
Salary Clearing Payroll		
Payroll	57034-57108	\$164,163.20
Direct Deposit		346,646.30
Benefits	57109-57113	79,909.10
	Total:	\$590,718.60
Emergency Management Payroll		
Payroll	72293-72299	\$ 2,716.04
Direct Deposit		7,498.71
Benefits	72300-72303	1,537.68
	Total:	\$ 11,752.43
Irrigation Payroll		
Payroll	72451-72464	\$ 7,425.36
Direct Deposit		2,705.35
Benefits	72465-72468	1,822.19
	Total:	\$ 11,952.90

Grand Total: \$614,423.93

Consent Agenda (10:02 am)

Mr. Peck asked Mr. Bowen to look at the process of approval of Trial Court Improvement Fund authorizations so it is more streamlined for small amounts such as \$300 in consent item #8.

Motion - Mr. Miller: I move for approval of the consent agenda as listed, items 1 through 12.

Second by Mr. Koch. 3:0 vote in favor.

1. Approval of Resolution 2012-333, Fee for Service Contract between Benton and Franklin Counties Juvenile Justice Center and Kiona-Benton School District
2. Approval of Resolution 2012-334, Professional Service Agreement for legal representation of indigent individuals in Benton and Franklin Counties Superior Court, Juvenile Division, between the Juvenile Justice Center and Michelle T. Trombley
3. Approval of Resolution 2012-335, payment of Franklin County's portion (\$5478.55) of an invoice accrued by The Landfill Group to Aspect Consulting LLC for professional services

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4. Approval of Resolution 2012-336, Agreement #12/13-DD-ECS-00 to provide developmental disabilities services between Benton and Franklin Counties Department of Human Services and EnTrust Community Services
5. Approval of Resolution 2012-337, Agreement #12/13-DD-SA-00 to provide developmental disabilities services between Benton and Franklin Counties Department of Human Services and Service Alternatives, Inc.
6. Approval of Resolution 2012-338, Agreement #12/13-DD-PTC-00 to provide developmental disabilities services between Benton and Franklin Counties Department of Human Services and Peopleworks Tri-Cities, LLC
7. Approval of Resolution 2012-339, First Amendment to Agreement #2011/2013- HEN-BFCAC to provide housing and essential needs services between Benton Franklin Community Action Committee and Benton and Franklin Counties Department of Human Services; previously approved by Benton County Resolution No. 11-802 and Franklin County Resolution No. 2011-453
8. Approval of Resolution 2012-340, authorizing expenditure of \$300 utilizing funds from the Miscellaneous Trial Court Improvement Fund #128-000-001 as requested by the Trial Court Improvement Fund Authorization Committee
9. Approval of Resolution 2012-341, CRP 600/Filbert Bridge #408-0.69, Local Agency Agreement Number LA-7356, Supplement Number One, between Franklin County and Washington State Department of Transportation, rescinding Resolution 2011-370 and amending Resolution 2011-054
10. Approval of Resolution 2012-342, Proclamation declaring October 19, 2012, as Tri-Cities Youth and Justice Day
11. Approval of Resolution 2012-343, Proclamation declaring November 16, 2012, as National Adoption Day
12. Approval of Resolution 2012-344, Guest Trainer Contract between the Juvenile Justice Center and Julio Blanco for functional family therapy training

COUNTY ADMINISTRATOR

County Administrator Fred Bowen and Deputy Prosecutor Ryan Verhulp met with the Board. Present in audience: Jim Follansbee, Rich Lahtinen, Ed Thornbrugh, Kathy Merrill-Holly, and Tri-City Herald Reporter Kristi Pihl.

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Department of Human Services contract review (10:10 am)

Mr. Bowen has met with Ryan Verhulp, Ed Thornbrugh and Prosecutor Sean Sant. He asked for approval to have shared legal review of Human Services contracts with each contract reviewed by either Franklin County or Benton County Prosecutors' Offices and answered the Board's questions. Mr. Verhulp noted that the decision to proceed will also be subject to approval by the Benton County Prosecutor's Office and Benton County Commissioners.

Mr. Thornbrugh was asked to draft a letter for signature by the Franklin County and Benton County Commissioners.

The Board gave **consensus approval** of a shared review process with Benton County for Human Services contracts.

Mr. Verhulp and Mr. Thornbrugh will coordinate and provide an update regarding Benton County's response. Mr. Verhulp does not believe a formal agreement is needed at this time.

The Commissioners **gave approval** for the Prosecutor's Offices to work out the details. Mr. Verhulp and Mr. Thornbrugh left the meeting.

Project Manager for Jail (10:23 am)

A project manager for the jail construction project could be hired as a Franklin County employee or through a Request for Proposal (RFP) process. The jail construction project may start within the next month or so. Mr. Bowen said the work has reached a point where the project manager can be determined. Mr. Miller said he would like to know the amount it would cost before determining which way to go. Mr. Bowen is not sure what the cost would be for the RFP method. A third option is for Mr. Bowen to continue to be the project manager.

Discussion Items

The Board will discuss the following three items again next week:

1. Contract between Franklin County and the City of Pasco
2. The question of how we want to do the jail construction project management
3. Address the question of what additional assistance if any is needed in the County

Administrator's Department and how we accomplish that.

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Appointing Matthew Mahoney as the Public Works Director for Franklin County

Motion – Mr. Miller: I move that we appoint Matthew F. Mahoney as the county Public Works Director for Franklin County. Second by Mr. Koch. 3:0 vote in favor. Resolution 2012-345 was approved.

OTHER BUSINESS (10:40 am)

Tri-Cities Legislative Council

Mr. Koch asked about the status of a letter to the Tri-Cities Legislative Council.

Mr. Peck will work to prepare the letter.

Boat Docks

Mr. Peck gave an update about his work with the Walla Walla District Army Corps of Engineers regarding the permit application process for installation and/or repair of boat docks.

ADJOURNMENT

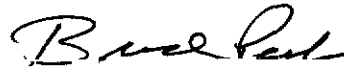
Motion – Mr. Koch: I move for adjournment. Second by Mr. Miller. 3:0 vote in favor.


Adjourned at 10:44 am.

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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until October 17, 2012.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON


Brad Peck, Chairman


Rick Miller, Chairman Pro Tem


Robert E. Koch, Member

Attest:


Clerk to the Board

Approved and signed October 31, 2012.



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

10/10/2012

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 43.24.080, expense reimbursement claims.

Action: As of this date, 10/10/2012

Move that the following warrants be approved for payment:

certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

FUND Expenditures	WARRANTS		AMOUNT ISSUED
Current Expense	72304	72358	\$63,269.20
Current Expense	72359	72411	\$53,694.91
Current Expense	72412	72445	\$22,668.98
Auditor O & M	72446	72449	\$356.91
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Ending Homelessness Fund	72477	-	\$63,792.16
TRAC Operations Fund	72478	72499	\$10,340.95
Franklin County RV Facility	72500	72501	\$32.38

In the amount of

\$270,653.43

The motion was seconded by

And passed by a vote of 3 to 0

The attached vouchers have been approved by Auditor or Deputy

Vouchers Audited By



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

October 11, 2012

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, October 11, 2012 *Rekord*
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Payroll	57034-57108	164,163.20
Direct Deposit		346,646.30
		510,809.50
Benefits	57109-57113	79,909.10
	Total	\$590,718.60
Emergency Mgmt Payroll:		
Payroll	72293-72299	\$2,716.04
Direct Deposit		7,498.71
		10,214.75
Benefits	72300-72303	1,537.68
	Total	\$11,752.43
Irrigation Payroll:		
Payroll	72451-72464	\$7,425.36
Direct Deposit		2,705.35
		10,130.71
Benefits	72465-72468	1,822.19
	Total	\$11,952.90
Grand Total All Payrolls		\$614,423.93

In the total amount of **\$614,423.93** (\$590,718.60+\$11,752.43+\$11,952.90)

The motion was seconded by *[Signature]* and passed by a vote of 3 to 0.

The attached payroll has been approved by Auditor or Deputy *J. W. A. Burkh*

Payroll Prepared By *Connors Civil*