

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for April 2, 2014

*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 Robert E. Koch, Chairman; Brad Peck, Chair Pro Tem; and Rick Miller, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am with the Pledge of Allegiance.

#### **PUBLIC WORKS DEPARTMENT**

Public Works Director Matt Mahoney and Engineer Matthew Rasmussen met with the Board. Present in audience: Troy Woody, Tri-City Herald Reporter Geoff Folsom and Gordon Cable.

Resolution to approve 2014-2019 Six-Year County Roads Revenue and Expenditures Projections Report for submittal to County Road Administration Board (CRAB)

**Motion** – Mr. Miller: Mr. Chairman, I move we approve the 2014-2019 Six-Year County Roads Revenue and Expenditure Projections Report as submitted. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-154 was approved.

#### **PROSECUTOR (9:05 am)**

Janet Taylor, Senior Deputy Prosecuting Attorney for Labor Relations & Human Resources, met with the Board. Present in audience: Troy Woody, Geoff Folsom and Gordon Cable.

Classification Review Committee Recommendation

**Motion** - Mr. Miller moved for approval of re-grading and Change of Status for HR Generalist position from Grade 16 Step 1 to Grade 16 Step 4. Second by Mr. Peck. 3:0 vote in favor. The Change of Status form was signed.

#### **OFFICE BUSINESS (9:09 am)**

Administrative Assistant Margo Hines met with the Board. Present in audience: Troy Woody, Geoff Folsom and Gordon Cable.

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Commissioner District #3 Salary

Janet Taylor is reviewing legal information about setting the Commissioner District 3 salary. She hopes to have the review completed so it can be addressed next week.

Human Resources Department structure

The Board has not received the review information from the Prosecutor's Office.

Vouchers

**Motion** – Mr. Miller moved for approval of vouchers audited and certified by Auditor's Office for Salary Clearing payroll, Emergency Management payroll and Irrigation District payroll in the total sum of \$842,808.65. It has been signed by two people. 3:0 vote in favor. (Exhibit 1)

| <u>Fund</u>                     | <u>Warrant</u> | <u>Amount</u>              |
|---------------------------------|----------------|----------------------------|
| <b>Salary Clearing Payroll:</b> |                |                            |
| Payroll                         | 60346-60438    | \$200,282.97               |
| Direct Deposit                  |                | <u>343,766.26</u>          |
|                                 |                | 544,049.23                 |
| Benefits                        | 60439-60453    | 266,790.68                 |
|                                 | <b>Total</b>   | <b><u>\$810,839.91</u></b> |
| <b>Emergency Mgmt Payroll:</b>  |                |                            |
| Payroll                         | 95926-95935    | \$3,124.22                 |
| Direct Deposit                  |                | <u>6,852.73</u>            |
|                                 |                | 9,976.95                   |
| Benefits                        | 95936-95944    | 4,802.31                   |
|                                 | <b>Total</b>   | <b><u>\$14,779.26</u></b>  |
| <b>Irrigation Payroll:</b>      |                |                            |
| Payroll                         | 95945-95956    | \$5,793.80                 |
| Direct Deposit                  |                | <u>4,705.72</u>            |
|                                 |                | 10,499.52                  |
| Benefits                        | 95957-95964    | 6,689.96                   |
|                                 | <b>Total</b>   | <b><u>\$17,189.48</u></b>  |
| <b>Grand Total All Payrolls</b> |                | <b><u>\$842,808.65</u></b> |

**Motion** – Mr. Miller moved for approval of vouchers audited and certified by Auditor's Office dated April 2 for fund expenditures. The total sum is \$133,921.14. It has been signed by four different individuals. Second by Mr. Peck. 3:0 vote in favor. (Exhibit 2)

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| <u>Fund Expenditures</u>        | <u>Warrants</u>     |       | <u>Amount Issued</u> |
|---------------------------------|---------------------|-------|----------------------|
| Current Expense                 | 96090               | 96097 | \$5,339.48           |
| .3% Criminal Justice Const Fnd  | 96098               | -     | \$767.87             |
| Current Expense                 | 96099               | 96119 | \$19,494.91          |
| Current Expense                 | 96120               | 96140 | \$25,848.32          |
| Sheriff/Sex Offender Grant      | 96141               | -     | \$199.99             |
| Current Expense                 | 96142               | 96145 | \$1,175.70           |
| Auditor O & M                   | 96146               | 96147 | \$600.32             |
| Veteran's Assistance            | 96148               | 96149 | \$1,280.00           |
| Current Expense                 | 96150               | 96159 | \$4,253.84           |
| Election Equipment Revolving    | 96160               | 96161 | \$435.98             |
| Treasurer O & M                 | 96162               | -     | \$461.64             |
| Jail Commissary                 | 96163               | 96166 | \$2,195.47           |
| Enhanced 911                    | 96167               | 96169 | \$4,150.15           |
| Law Library                     | 96170               | -     | \$4,168.06           |
| Ending Homelessness Fund        | 96171               | -     | \$985.00             |
| FC Capital Projects Fund        | 96172               | -     | \$1,518.00           |
| .3% Criminal Justice Const Fnd  | 96173               | -     | \$58.50              |
| Current Expense                 | 96174               | -     | \$15,000.00          |
| Law Library                     | 96175               | -     | \$514.44             |
| County Roads                    | 96176               | 96182 | \$2,639.12           |
| Motor Vehicle/Public Works      | 96183               | 96192 | \$9,660.80           |
| FC Public Facilities Const Fund | 96193               | 96195 | \$1,151.57           |
| TRAC Operations Fund            | 96196               | 96221 | \$27,360.81          |
| Franklin County RV Facility     | 96222               | 96225 | \$4,661.17           |
|                                 | <b>Grand Total:</b> |       | <b>\$133,921.14</b>  |

Consent Agenda (9:16 am)

**Motion** – Mr. Peck: I move to approve the consent agenda with discussion. Second by Mr. Miller. There was discussion about use of vendors for consent agenda item #3.

Vote: 3:0 vote in favor.

1. Approval of award of bid to the **Franklin County Graphic** for printing Franklin County's legal notices for one year (July 2014-June 2015) at a rate of \$9.30 per column inch on six-point solid type (Exhibit 3)
2. Approval of Resolution 2014-156, Amendment #2 to Personal Services Contract between the Benton-Franklin Counties Juvenile Justice Center and Julio Blanco
3. Approval of Resolution 2014-157, Public Works Contract between Benton and Franklin Counties Juvenile Justice Center and Apollo Sheet Metal, Inc., for heating, ventilation, and air conditioning (HVAC) system maintenance

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4. Approval of Resolution 2014-158, payment of Franklin County's portion (\$5023.06) of an invoice accrued by The Landfill Group to Aspect Consulting LLC for professional consulting services at Pasco Sanitary Landfill
5. Approval of Resolution 2014-159, termination of Public Works Contract #2013/2014-EPIC-SPRAY between Benton and Franklin Counties Department of Human Services and Epic Lawn Care, LLC, Franklin County Resolution No. 2013-257
6. Approval of Resolution 2014-160, surplus property – destroy a Burroughs Check Imprinter currently in the Treasurer's inventory
7. Approval of Franklin County Commissioner Proceedings for March 19, 2014
8. Approval of Franklin County and Benton County Commissioner Bi-County Meeting Proceedings for March 19, 2014
9. Approval of Resolution 2014-161, Franklin County Personal Services Contract between Franklin County and Inter-City Legal Processing & Messenger Service
10. Approval of Resolution 2014-162, Benton-Franklin Fair & Horse Heaven Round-Up 2014 Partnership Agreement
11. Approval of Resolution 2014-163, Inter-Budget Transfer of \$62,481 from the 2014 Current Expense Non-Departmental Budget 700, line item 519.90.00.0100 "Ending Operating Fund Balance" to the 2014 Current Expense Aids to Other Government Budget 720, line item 527.00.50.0002, "Juvenile Phone Upgrade"

Jail Construction Superintendent Larry Hueter joined the audience.

**COUNTY ADMINISTRATOR**

County Administrator Fred Bowen met with the Board. Present in audience: Geoff Folsom, Larry Hueter, Kevin Scott and Gordon Cable.

**TRAC**

TRAC Manager Troy Woody met with the Board.

a. **Accounting Staff Changes**

Mr. Woody requested approval to increase a position from part-time to full-time in order to have staffing available to alleviate a state auditor concern about event finance management. There was discussion. No action was taken.

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b. Event-based change needs

Mr. Woody explained how the need for change during events is handled. He asked for approval of a change in TRAC Policy Number Finance – 05. The Board asked for one change to be made. The policy will be placed on the next consent agenda.

c. Auditor's office recommendation to deny vouchers dated March 25, 2014 (9:53 am)

After extensive discussion, the Board decided a voucher submittal from the RV Park to the Auditor's Office should be paid. Mr. Peck said it's appropriate for TRAC to provide these services, that the rate that's charged is consistent with past history, is not excessive in that it doesn't exceed what it would cost to have it done by an outside contractor, and that the unusual part of this perhaps is that there was a significant adjustment increasing the costs late in the accounting cycle.

d. Approval of PSA contract for ATM (10:12 am)

**Motion** – Mr. Miller moved to approve a Personal Services Contract between Franklin County and Eric Schneider, dba The ATM Guy. Second by Mr. Peck. The Board members agreed to amend the motion to add wording on Exhibit A that any repair services for equipment provided by the county will be provided at the contractor's expense. 3:0 vote in favor. Resolution 2014-164 was approved.

RV Park separation

Mr. Miller asked Mr. Bowen to look into obtaining a proposal for an audit.

Mr. Miller would like to consider separating the RV Park from TRAC. There was discussion.

Jail Construction

Jail Construction Superintendent Larry Hueter met with the Board. Present in audience: Geoff Folsom, Kevin Scott and Gordon Cable.

Mr. Hueter told the Board the Certificate of Occupancy for the new portion of the Justice Center is expected this week. He gave an update about the remodeling of the old portion.

Information Services (10:40 am)

IS Director Kevin Scott met with the Board. Present in audience: Geoff Folsom and Gordon Cable.

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Mr. Scott gave a report about the progress towards implementation of the new accounting software system.

Bond information

Mr. Bowen told the Board the county's bond rating was maintained at AA- following a meeting with Standard & Poor's. The county's refinancing of bonds is expected to occur in the next few days if interest rates remain favorable.

**ADJOURNMENT**

**Adjourned at 10:49 am.**

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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until April 9, 2014.

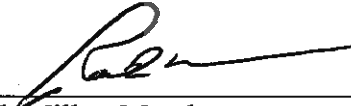
BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



\_\_\_\_\_  
Robert E. Koch, Chairman



\_\_\_\_\_  
Brad Peck, Chairman Pro Tem



\_\_\_\_\_  
Rick Miller, Member

Attest:

  
\_\_\_\_\_  
Clerk to the Board

Approved and signed April 16, 2014.



# FRANKLIN COUNTY AUDITOR

*Matt Beaton, Auditor*

April 2, 2014

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, April 2, 2014, *[Signature]*,  
move that the following warrants be approved for payment.

| <u>FUND</u>                     | <u>WARRANT</u> | <u>AMOUNT</u>              |
|---------------------------------|----------------|----------------------------|
| <b>Salary Clearing Payroll:</b> |                |                            |
| Payroll                         | 60346-60438    | \$200,282.97               |
| Direct Deposit                  |                | 343,766.26                 |
|                                 |                | <u>544,049.23</u>          |
| Benefits                        | 60439-60453    | 266,790.68                 |
|                                 | <b>Total</b>   | <b><u>\$810,839.91</u></b> |
| <b>Emergency Mgmt Payroll:</b>  |                |                            |
| Payroll                         | 95926-95935    | \$3,124.22                 |
| Direct Deposit                  |                | 6,852.73                   |
|                                 |                | <u>9,976.95</u>            |
| Benefits                        | 95936-95944    | 4,802.31                   |
|                                 | <b>Total</b>   | <b><u>\$14,779.26</u></b>  |
| <b>Irrigation Payroll:</b>      |                |                            |
| Payroll                         | 95945-95956    | \$5,793.80                 |
| Direct Deposit                  |                | 4,705.72                   |
|                                 |                | <u>10,499.52</u>           |
| Benefits                        | 95957-95964    | 6,689.96                   |
|                                 | <b>Total</b>   | <b><u>\$17,189.48</u></b>  |
| <b>Grand Total All Payrolls</b> |                | <b><u>\$842,808.65</u></b> |

In the total amount of **\$842,808.65** (\$810,839.91+\$14,779.26+\$17,189.48)

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 *[Signature]*

Prepared by *[Signature]*





# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

BRAD PECK  
DISTRICT 1

ROBERT E. KOCH  
DISTRICT 2

RICK MILLER  
DISTRICT 3

Fred H. Bowen  
County Administrator

April 2, 2014


TO: Franklin County Commissioners  
Franklin County, Washington

FROM: Fred H. Bowen  
County Administrator

**AWARD OF BID: Legal Notices**

I recommend the bid for printing Franklin County's legal notices for one year (July 2014 – June 2015) be awarded to the **Franklin County Graphic** of Connell, Washington, at a rate of \$9.30 per column inch on six point solid type.

Recommended:

  
\_\_\_\_\_  
Fred H. Bowen  
County Administrator

Dated this 2<sup>nd</sup> day of April 2014

Approved:

  
\_\_\_\_\_  
Robert E. Koch, Chair

  
\_\_\_\_\_  
Brad Peck, Chair Pro Tem

  
\_\_\_\_\_  
Rick Miller, Member

Attest:

  
\_\_\_\_\_  
Clerk to the Board



**FRANKLIN COUNTY AUDITOR**

Matt Beaton, Auditor

4/2/2014

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 4/2/2014

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.

| <u>FUND Expenditures</u>        | <u>WARRANTS</u> |       | <u>AMOUNT ISSUED</u> |
|---------------------------------|-----------------|-------|----------------------|
| Current Expense                 | 96090           | 96097 | \$5,339.48           |
| .3% Criminal Justice Const Fnd  | 96098           | -     | \$767.87             |
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| TRAC Operations Fund            | 96196           | 96221 | \$27,360.81          |
| Franklin County RV Facility     | 96222           | 96225 | \$4,661.17           |

In the amount of

\$133,921.14

The motion was seconded by

And passed by a vote of 3 to 0

Reviewed by County Administrator

Jeff A. Burchhead  
The attached vouchers have been approved by Auditor or Deputy

Julie Jordan  
Vouchers Audited By : Julie Jordan

Margaret Mathia  
And By: Margaret Mathia