

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for August 20, 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.

SUPERIOR COURT

Superior Court Judge Bruce Spanner, Superior Court Administrator Pat Austin and County Clerk Mike Killian met with the Board. Present in audience: Bill Davis and Tri-City Herald Reporter Geoff Folsom, Tim Dickerson, Brad Gregory from Pasco Police Department, Matt Mahoney, Matthew Rasmussen and Dave Beach.

SC-CMS DMS

Ms. Austin, Judge Spanner and Mr. Killian asked for approval of using a new case management system provided by the State of Washington and answered the Board's questions.

Motion – Mr. Miller: Mr. Chairman, I move that we approve the SC-CMS DMS project, option of intent between Franklin County, the Franklin County Clerk, the Superior Court, and the State of Washington Administrative Office of the Courts. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-351 was approved.

PUBLIC WORKS (9:12 am)

Public Works Director Matt Mahoney met with the Board. Present in audience: Bill Davis, Linda Robb, Tim Dickerson, Dave Beach, Geoff Folsom, Margo Hines and Ron Asmus.

Award of CRP 607 – Birch Bridge #922-4.15 replacement to Big R Bridge

Mr. Mahoney and Mr. Rasmussen explained the bridge replacement process and answered questions.

Motion – Mr. Miller: I move that we approve the letter awarding the bid to Big R Bridge in the amount of \$52,930.00 for CRP 607 – Birch Bridge #922-4.15. Second by Mr. Peck. 3:0 vote in favor. (Exhibit 1)

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Hendricks Road Bridge

A tractor-baler accident caused damage to a bridge on Hendricks Road. Mr. Mahoney and Mr. Rasmussen explained the plans for repair. The bridge will remain open with one lane until the repair work can be completed.

Annual Title VI report: Non-Discrimination (NDA)

Mr. Rasmussen explained the need for the report.

Motion – Mr. Peck: I move to approve as presented. Second by Mr. Miller. 3:0 vote in favor. Resolution 2014-352 was approved.

RAP prospectus for CRP 605, Pasco-Kahlotus Road Reconstruction and Overlay II (9:22 am)

Mr. Mahoney explained the project. Mr. Mahoney and Mr. Rasmussen answered questions.

Motion – Mr. Miller: I move for approval of the Rural Arterial Program prospectus for CRP 605 and that the Chairman of the Board sign the prospectus on the Board's behalf. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-353 was approved.

PW funding clarification

Mr. Mahoney clarified an example he gave the Board in a previous meeting regarding sources of funding for some proposed changes.

Water on roadway in winter

Mr. Rasmussen and Mr. Mahoney responded to Mr. Miller's question about water on a roadway that becomes slick in wintertime. The Public Works Department found only one area where water currently crosses the road. Someone has cleared all brush and concentrated the water into a very small section of road which has then eroded the road surface, causing the problem. Mr. Rasmussen will be visiting the site.

OFFICE BUSINESS

Administrative Assistant Margo Hines met with the Board. Present in audience: Ron Asmus, Bill Davis, Margo Hines, Larry Hueter, Geoff Folsom, Linda Robb, Tim Dickerson and Dave Beach.

Public Comment: Asmus Property

Ron Asmus spoke to the Board about his plans for property development on his property located near TRAC.

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Vouchers

Motion – Mr. Peck: I move for approval of Salary Clearing payroll, Emergency Management payroll and Irrigation payroll in the total amount of \$633,537.31 as presented. Second by Mr. Miller. 3:0 vote in favor. (Exhibit 2)

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
Salary Clearing Payroll:		
Payroll	61127-61188	\$164,769.94
Direct Deposit		353,073.18
		<u>517,843.12</u>
Benefits	61189-61194	91,553.62
	Total	<u>\$609,396.74</u>
Emergency Mgmt Payroll:		
Payroll	101923-101928	\$2,592.23
Direct Deposit		6,935.52
		<u>9,527.75</u>
Benefits	101929-101932	1,609.02
	Total	<u>\$11,136.77</u>
Irrigation Payroll:		
Payroll	101911-101918	\$2,969.65
Direct Deposit		7,883.42
		<u>10,853.07</u>
Benefits	101919-101922	2,150.73
	Total	<u>\$13,003.80</u>
	Grand Total All Payrolls	<u>\$633,637.31</u>

Motion – Mr. Peck moved for approval of fund expenditures totaling \$669,061.35 with the understanding the County Administrator will clarify \$504.75 that is an apparent reverse charge which we will correct at a future meeting if need be. Second by Mr. Miller. 3:0 vote in favor. (Exhibit 3)

<u>Fund Expenditures</u>	<u>Warrants</u>	<u>Amount Issued</u>
Excise Tax		
Current Expense		2,048.98
Boating Safety Fund		0.34
E911/State Contract		100.39
County Roads		73.04
.3% Criminal Justice Const Fnd		1,256.98
FC Public Facilities Const Fund		613.87
TRAC Operations Fund		377.78
FC RV Facility		4.82
Motor Vehicle/Public Works		(504.70)

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Current Expense	101977	102136	3,657.34
FC Public Facilities Fund	102179	102183	3,877.37
TRAC Operations	102184	102215	23,149.79
FC RV Facility	102216	102222	19,800.93
Current Expense	102278	102300	22,677.77
Current Expense	102301	102310	170,287.75
Election Equip Revolving	102311	-	122.28
Planning & Development	102312	-	1,948.75
Courthouse Facilitator	102313	-	1,409.28
Jail Commissary	102314	102316	9,504.43
Enhanced 911	102317	-	265.50
Law Library	102318	102319	712.95
Veteran's Assistance	102320	-	68.00
Ending Homelessness	102321	102322	8,285.00
FC Capital Projects	102323	-	345.00
.3% Criminal Justice Const Fund	102324	-	13,006.02
County Roads	102325	102348	180,397.40
Solid Waste	102349	102351	1,474.20
Motor Vehicles	102352	102371	41,734.84
Current Expense	102372	102419	89,159.62
Current Expense	102420	102431	5,369.01
Affordable Housing Funds	102432	-	462.00
County Roads	102535	102544	67,374.62
			Grand Total: \$669,061.35

Consent Agenda

Motion – Mr. Miller: Mr. Chairman, I move for approval of consent agenda items 1 through 5.

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

1. Approval of Resolution 2014-354, Amendment to Professional Services Agreement #FCDC1415SDC001L to Provide Legal Representation to Indigent Persons in Franklin County District Court between Franklin County and Sonia D. Cook
2. Approval of Resolution 2014-355, authorizing Sheriff's Detention/Corrections to issue a purchase order to lease a Konica–Minolta Buzhub C554E copier supplied form Abadan through WSCA Contract #01715 and Washington "Participating Addendum" #07912
3. Approval of Resolution 2014-356, Fee for Services Contract between Benton-Franklin Counties Juvenile Justice Center and Prosser School District
4. Approval of Childhood Cancer Awareness Month Proclamation (Exhibit 4)
5. Approval of Franklin County Commissioner Proceedings for August 6, 2014

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JAIL (9:49 am)

Jail Construction Superintendent Larry Hueter met with the Board. Present in audience: Linda Robb, Dave Beach, Tim Dickerson and Geoff Folsom, Bill Davis, Chanda Jablonski, Kristi Kesler and Troy Woody.

Change Order #19

Mr. Hueter explained the changes and answered questions.

Motion – Mr. Miller: Mr. Chairman, I move that we approve Change Order #19 which approves PCO #129-R, PCO #130, PCO #132, PCO #133, PCO #134, PCO #135-R and PCO #136, in the total amount of \$17,933.00 and \$1542.24 in sales tax. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-357 was approved.

TRAC (10:00 am)

TRAC Manager Troy Woody met with the Board. Present in audience: Linda Robb, Dave Beach, Chanda Jablonski, Kristi Kesler, Tim Dickerson, Bill Davis and Geoff Folsom.

Review of TRAC Advisory Board meeting

Mr. Woody reviewed materials that were presented at the most recent TRAC Advisory Board meeting with the Board and answered questions.

Banquet Manager Position (10:12 am)

After extensive discussion, the Board **approved** Mr. Woody's request for changes to TRAC staffing positions as shown on the Agenda Summary Report (Exhibit 5).

COUNTY ADMINISTRATOR (10:28 am)

County Administrator Fred Bowen met with the Board. Present in audience: Geoff Folsom.

Executive Session at 10:28 am pursuant to RCW 42.30.110(1)(b), real estate acquisition and site selection, expected to last up to 15 minutes and reserving the right to come out early.

Mr. Folsom left the audience.

Open Session at 10:48 am. Mr. Folsom joined the audience.

Executive Session continued at 10:48 am expected to last 10 minutes, reserving the right to come out early. Mr. Folsom left the audience.

Open Session at 10:57 am. Mr. Folsom joined the audience.

Adjourned at 10:58 am.

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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until August 27, 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 August 27, 2014.



FRANKLIN COUNTY

PUBLIC WORKS DEPARTMENT

Matt Mahoney, Public Works Director

Matthew S. Rasmussen, PE, County Engineer/Asst. Director

August 20th, 2014

MR-14-055

Big R Bridge
 Mr. Doug Myers
 PO Box 1290
 Greeley, Colorado 80632-1290

Re: CRP 607 – Birch Bridge #922-4.15 Replacement - Request for Proposal Recommendation of Award

Your firm, Big R Bridge, has been selected to design, supply, fabricate, and deliver a galvanized steel deep corrugated structural plate, full corrugated metal invert and associated design work for foundation and cast in place concrete headwalls as described in the Request for Proposal submitted on July 3rd, 2014 for the CRP 607 – Birch Bridge #922-4.15 Replacement.

Big R Bridge will submit shop drawings for approval within 4 weeks of this award letter. The shop drawings will indicate structure layout, geometry, design assumptions, material specifications, assembly notes, foundation details, headwall details, Inventory and Operating Rating Factors (RF) per the AASHTO Manual for Bridge Evaluation (MBE), hydraulic calculations, and requirements for backfill material and placement. Drawings will be signed and sealed by a Professional Engineer registered in the State of Washington.

Within 4 weeks of receiving approval of the shop drawings by the Franklin County Engineer, Big R Bridge will be prepared to deliver an unassembled 14'x 4.96'x50' Super Cor-Box and corrugated steel footings as described in Items 1 and 2c of the RFP to the Birch Bridge project site located 0.17 miles west from the intersection of Taylor Flats Road and Birch Road, north of Pasco, Washington.


Per your submittal,

Item	Description	TOTAL PRICE
1	14' x 4.96'x50' Super-Cor Box Culvert with drawings, specifications, calculations, and reports	\$36,395.00
2c	Corrugated metal invert, includes all materials and hardware for assembly	\$16,535.00
	TOTAL NOT INCLUDING FEDERAL, STATE, COUNTY OR LOCAL SALES TAX	\$52,930.00


**FRANKLIN COUNTY
PUBLIC WORKS DEPARTMENT**

We look forward to working with you on this project. If you have any questions, please contact Matthew Rasmussen (mrasmussen@co.franklin.wa.us) or Kathleen Neuman (kneuman@co.franklin.wa.us) at 509-545-3514.

Recommended:



Matt Rasmussen, County Engineer




Fred Bowen, County Administrator

Attest:



Clerk of the Board

Approved:



Chairman



Chairman Pro Tem



Member



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

August 20, 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, August 20, 2014 Beaton,
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Payroll	61127-61188	\$164,769.94
Direct Deposit		353,073.18
		<u>517,843.12</u>
Benefits	61189-61194	91,553.62
	Total	<u>\$609,396.74</u>
Emergency Mgmt Payroll:		
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Benefits	101929-101932	1,609.02
	Total	<u>\$11,136.77</u>
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Direct Deposit		7,883.42
		<u>10,853.07</u>
Benefits	101919-101922	2,150.73
	Total	<u>\$13,003.80</u>
Grand Total All Payrolls		<u>\$633,537.31</u>

In the total amount of **\$633,537.31** (\$609,396.74+11,136.77+13,003.80)

The motion was seconded by Beaton and passed by a vote of 3 to 0.

The attached payroll has been approved by Auditor or Deputy

Payroll Prepared by Julie Jordan



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

8/20/2014

Franklin County Commissioners:

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

Action: As of this date, 8/20/2014

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>
Excise Tax			
Current Expense			2,048.98
Boating Safety Fund			0.34
E911/State Contract			100.39
County Roads			73.04
.3% Criminal Justice Const Fnd			1,256.98
FC Public Facilities Const Fund			613.87
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FC RV Facility			4.82
Motor Vehicle/Public Works			(504.70)
Current Expense	101977	102136	3,657.34
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Current Expense	102372	102419	89,159.62
Current Expense	102420	102431	5,369.01
Affordable Housing Funds	102432	-	462.00
County Roads	102535	102544	67,374.62
In the amount of			<u>669,061.35</u>

The motion was seconded by

And passed by a vote of 3 to 0

Reviewed by County Administrator

The attached vouchers have been approved by Auditor or Deputy

Vouchers Audited By : Margaret Mathia

CHILDHOOD CANCER AWARENESS MONTH PROCLAMATION

BY THE BOARD OF COMMISSIONERS OF FRANKLIN COUNTY, WASHINGTON

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in more than 15,000 of our country's young people each and every year; and

WHEREAS, one in five of our nation's children loses his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers; and

WHEREAS, founded over twenty years ago by Steven Firestein, a member of the philanthropic Max Factor family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. are dedicated to helping these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families; and

WHEREAS, the American Cancer Fund for Children and Kids Cancer Connection also sponsor Courageous Kid Recognition Award ceremonies and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer:

NOW, THEREFORE, the Board of Commissioners of Franklin County do hereby proclaim September 2014 as **CHILDHOOD CANCER AWARENESS MONTH** in this county, and in so doing, urge all citizens to join in a national effort to raise awareness about the importance of childhood cancer.

DATED this 20th day of August 2014.



Robert E. Koch, Chairman



Brad Peck, Chair Pro Tem



Rick Miller, Member

Attest:



Clerk to the Board

Franklin County
Board of Commissioners
Agenda Summary Report

DATE SUBMITTED: 8/5/14	PRESENTED BY: Troy Woody
ITEM: (Select One) <div style="text-align: center;"> <p>To Be Brought Before the Board. August 20, 2014</p> <p>Time needed: 10 Min</p> </div>	
SUBJECT / ISSUE: Banquet Manager Position	
FISCAL IMPACT: \$ 2,611.11 loaded for fiscal 2014 (Will be budgeted for 2015)	
ACTION(S) REQUESTED: I recommend the Board approve the changes to the Food and Beverage position as presented.	
BACKGROUND: Early this year we realized that our revenue stream was going the wrong way for the second straight year. After reviewing many of our current practices I believed it was in our best interest to move our existing banquet manager into a sales manager position to see if that position could generate additional revenues and moved an existing supervisor into the hole that was filled. Our move has in early stages been a great success with having signed contracts for \$16,000 worth of business and another \$90,000 in leads. If we assume 50% success rate we will finish the year with \$61,000 in bookings which is a phenomenal start. Typically these types of moves take longer to generate sales but due to the relationships and skill set in particular of Ron he has hit the ground running. Our plan is to leave him in the sales position permanently, leaving us a vacant banquet manager position that should be filled by October at the latest as we move back into the busy season. The existing Banquet Manager position is Grade T14 at \$45,412 per year	
COORDINATION: Reviewed with County Administrator and TRAC Advisory Board.	
RECOMMENDATION: I recommend the Board approve the changes to Food and Beverage position as presented.	
HANDLING / ROUTING: Originals: N/A	
ATTACHMENTS: Describe documents attached to this package. 1. Organizational Chart	
Minimum Sales Goals for 2015 for Sales position: \$150,000 for year at 35% profit = \$52,500 which will offset wages in year one and will continue to grow.	

I certify the above information is accurate and complete.

Troy Woody

TRAC Center Organization Chart 8/5/14

