



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
JULY 6, 2016**

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**3. Project Status:**

- DRS report was not functioning—escalated
- Will deploy “Timecard Online,” input by single employee in each department
- Pay policy and approach same as current
- Two pay policy options in the future  
(*Specific recommendations being worked by Auditor/HR*)
  - Change pay-date to x days past pay-period end
    - ✓ Minimal system changes
  - Change pay-periods so all employees paid the same
    - ✓ Bi-weekly or twice/month
    - ✓ Moderate systems changes, thorough testing needed

**4. Additional System Functionality Available September:**

- Budget (administration)
- Job/Project Ledger

**5. System Functionality Remaining After September:**

- Purchase Orders/Purchasing
- Employee Online
- Full Budgeting

Also:

- ✓ Fixed Assets
- ✓ Position Budgeting
- ✓ Contract Management
- ✓ A/R

**PUBLIC COMMENT**

Mr. Ron Asmus invited the Board and the Public to the Grand Opening for the new Hampton Inn & Suites on 6826 Burden Road, Pasco on July 7, 2016 from 4-6 pm.

**OFFICE BUSINESS**



FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES  
July 6, 2016

*Approval of Fund Expenditure Warrants*

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.090, expense reimbursement claims.

Action: As of this date, 07/06/2016

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.

Warrants \ Check Numbers: 00305102 - 00305180 \$178,570.55

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$68,191.29
ELECTION EQUIP REVOLVING	\$8.89
ENHANCED 911	\$51,375.06
COUNTY ROADS	\$8,146.09
FRANKLIN COUNTY RV PARK	\$33.68
MOTOR VEHICLE	\$50,815.54

In the amount of: \$178,570.55

The motion was seconded by: Bud Peck

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: Leif

The attached vouchers have been approved by Auditor or Deputy:  
Matt Beaton

  
Vouchers Audited By:  
Kristy Davis

❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of July 6, 2016 for payment of payroll totaling \$178,570.55. Commissioner Peck seconded and the motion was unanimously carried.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

REGULAR MEETING MINUTES  
JULY 6, 2016

*Approval of Payroll Warrants*

July 6, 2016

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, July 6, 2016                     *Peck*                      
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>Salary Clearing Payroll:</b>		
Payroll	64789-64849	\$ 195,185.50
Direct Deposit		383,544.02
		558,729.52 -
Benefits	64850-64880	337,719.48 -
	Total	\$ 896,449.00
<b>Emergency Mgmt Payroll:</b>		
Payroll	125850-125859	\$ 3,900.88
Direct Deposit		6,637.12
		10,538.00 -
Benefits	125860-125869	6,434.62 -
	Total	\$ 16,972.52
<b>Irrigation Payroll:</b>		
Payroll	125870-125877	\$ 4,446.20
Direct Deposit		7,123.70
		11,569.90 -
Benefits	125878-125885	7,348.67 -
	Total	\$ 18,918.77
<b>Grand Total All Payrolls</b>		<b>\$ 932,340.29</b>

In the total amount of **\$932,340.29** (\$896,449.00 + \$16,972.52 + \$18,918.77)

The motion was seconded by *Brad Peck* and passed by a vote of 3 to 0.

*Mark Bentz*  
The attached payroll has been approved by Auditor or Deputy

*Melissa Oehler*  
Payroll Prepared by Melissa Oehler

❖ **Commissioner Koch moved to approve Salary Clearing payroll, Emergency Management payroll and Irrigation Payroll totaling \$932,340.29. Commissioner Peck seconded and the motion was carried unanimously.**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
JULY 6, 2016**

*Approval of County Roads and Motor Vehicle Warrants*

July 6, 2016

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, July 6, 2016 PKoch  
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Roads</b>		
Payroll	125886-125898	\$ 24,265.46
Direct Deposit		<u>44,872.78</u>
		69,138.24
<b>Benefits</b>	125899-125902	15,427.57
	<b>Total</b>	<u>\$ 84,565.81</u>
<b>Motor Vehicle</b>		
Payroll	125903-125909	\$ 3,995.30
Direct Deposit		<u>5,342.36</u>
		8,337.66
<b>Benefits</b>	125910-125913	2,143.50
	<b>Total</b>	<u>\$ 11,481.16</u>
<b>Grand Total All Payrolls</b>		<u>\$ 96,046.97</u>

In the total amount of **\$96,046.97** (\$84,565.81 + \$11,481.16)

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

Wendy Beul  
The attached payroll has been approved by Auditor or Deputy

Melissa Olheiser  
Payroll Prepared By Melissa Olheiser

❖ *Commissioner Koch moved to approve County Roads and Motor Vehicle payroll totaling \$96,046.97. Commissioner Peck seconded and the motion was carried unanimously.*



***Approval of Consent Agenda***

- Resolution 2016-267 Defining County Funds for Annual Financial Report  
*(This was removed for verbiage and will return at the next meeting)*
  - Resolution 2016-268 Approval of Alternate Dates Resolution for 2017 Budget Preparation
  - Resolution 2016-269 Authorizing Information Services to Dispose of Surplus Property
  - Resolution 2016-270 Authorizing the TRAC Center to Issue a Purchase Order to Lease Copier
  - Resolution 2016-271 Acceptance of Six Month Extension of Maintenance Agreement for TRAC Center- Rd 68 and Building Signage
  - Resolution 2016-272 Executing Grant 14-46107-001 Emergency Solutions Amendment D between Benton Franklin Human Services and Washington State Department of Commerce
  - Approval of April 20, 2016 Commissioners' Meeting Minutes
  - Approval of June 1, 2016 Commissioners' Meeting Minutes
  - Approval of June 8, 2016 Commissioners' Meeting Minutes
- ❖ ***Commissioner Peck moved to approve the Consent Agenda with the exception of # 1 which was removed and will be brought back next week. Commissioner Koch seconded Consent Agenda items 2-9 and the motion was carried unanimously.***

**ADMINISTRATION OFFICE BUSINESS**

Mr. Johnson presented the Board with a request from Tim Waters for temporary help at county agent WSU Extension for the summer during the temporary absence of admin personnel. After brief discussion the Commissioners asked that a resolution would be brought back to the meeting next week.



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Mr. Johnson forwarded a letter to the Commissioners from Kyle Sullivan for their review and approval before sending it to Greater Columbia Behavior Health as a result of the Bi-County agreement pertaining to Crisis Services.

**EXECUTIVE SESSION**

RCW 42.30.140 (4) *Contract Negotiation Matter*

Commissioner Miller recessed into Executive Session at 9:32 a.m., for discussion of a contract negotiation matter. Executive Session was expected to last (15) minutes with no action.

**RECONVENED**

Commissioner Miller reconvened the Regular meeting at 9:55 a.m.

Commissioner Peck presented a list of items that are being reviewed.

- a. Human Services Letter
- b. Updated information of the Wernett Rd. speed bumps.
- c. Mr. Zabel was still working on city annexation, but it is a tedious process.
- d. Nothing new on Land Transfers for Shorelines Corps of Engineers. A new Commander in Walla Walla will be instated soon.

Commissioner Miller mentioned the article on Ecology Management in Capital Express page A4. He would like the public to read it and become informed on this subject.

**ADJOURN**

With no further business to bring before the board, the meeting was adjourned at 10:00 a.m.

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

  
\_\_\_\_\_  
Rick Miller, Chair

  
\_\_\_\_\_  
Robert Koch, Chair Pro Tem

  
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Brad Peck, Member

**ATTEST:**

  
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Clerk to the Board