



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
SEPTEMBER 28, 2016**

CALL TO ORDER

Commission Chairman, Rick Miller called the Franklin County Commissioners' Regular Board Meeting to order at 9:00 a.m., in the Commissioners' Meeting Room in the Franklin County Courthouse located at 1016 North Fourth Avenue, Pasco, Washington.

Commissioners Present: Commission Chair Rick Miller, Chair Pro Tem Robert E. Koch and Member Brad Peck

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Human Resources Director Carlee Nave, Planning and Building Director Jerrod MacPherson, Planning and Building Assistant Greg Wendt, and Clerk to the Board Karin Milham

PLEDGE OF ALLEGIANCE

Commissioner Miller led the Pledge of Allegiance

PUBLIC MEETING

Approval of a Conditional Use Permit (CUP 2016-05) to Construct a New Church Building in the Basin City Rural Settlement Area

Planning and Building Director Jerrod MacPherson and Assistant Greg Wendt presented to the Board a power point that displayed maps of the property, the building site and specs for the building.

The Franklin County Planning Committee voted to forward a positive recommendation for this application to the Board of County Commissioners subject to six finding of facts and nine conditions of approval. The Commissioners reviewed these findings and conditions of approval and after discussion moved to approve this permit.

- ❖ *Commissioner Koch moved to approve Conditional Use Permit 2016-05 to construct a new church building in the Basin City Rural Settlement Area. Commissioner Peck seconded and the motion was approved unanimously. Resolution 2016-371*

Approval of a Subdivision (SUB) 2016-04 Application to Subdivide Approximately 58.77 Acres into 91 Single-Residential Lots

Planning and Building Director Jerrod MacPherson and Assistant Greg Wendt presented the second and final presentation of SUB 2016-04. Mr. MacPherson displayed a map of the parcel and proposed layout of properties. The Board reviewed the six findings and six conditions of approval which were discussed briefly.



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The land is zoned Residential Suburban 20,000 (RS-20) and is located within the City of Pasco Urban Growth Area. The property is located north of the City of Pasco, north of Burns Road, west of Dent Road, east of Kohler Road, at the northeast intersection of Burns Road and Kohler Road.

- ❖ *Commissioner Koch moved to approve Subdivision 2016-04 subject to the six findings and six conditions of approval. Commissioner Peck seconded the motion was approved unanimously. Resolution 2016-372*

Public Comment

Tony Bachart voiced his concerns on the consistency of the building codes and road safety issues with new developments being built on Kohler road area. He did not proceed with appeal due to the \$700 fee to apply for such an appeal. Mr. Bachart would like to see speed limits lowered to support safety in the residential areas being developed. Public Works would need to provide provisions of improvement that would support the accumulating traffic.

Clarifications on Ordinance 2 title 16.12.030 are guidelines that shall be instituted if they are in accordance with the Franklin County standards. Currently these are not adopted Franklin County standards for the Kohler road area.

Commissioner Peck suggested that Planning and Building Director Jerrod MacPherson, Administrator Keith Johnson and Public Works Director Matt Mahoney could get together and see what could be done to help solve some of the issues brought forth by Mr. Bachart.

ADOPTION OF UPDATED FAMILY MEDICAL LEAVE ACT POLICY

Human Resources Director Carlee Nave brought forth an updated version of this act so Franklin County would be in compliance with the current law.

- ❖ *Commissioner Peck moved to approve the updated family medical leave act policy as presented by Ms. Nave. Commissioner Koch seconded and the motion was carried unanimously. Resolution 2016-373*

OFFICE BUSINESS



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

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Approval of Fund Expenditure Warrants

09/28/2016

Franklin County Commissioners:

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

Action: As of this date, 09/28/2016 *PKoch*

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: 00308446 - 00308570 \$372,326.79

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$138,148.53
AUDITOR O & M	\$1,142.17
COURTHOUSE FACILITATOR	\$480.00
TRIAL COURT IMPROVEMENT	\$402.62
JAIL COMMISSARY	\$3,477.30
COUNTY ROADS	\$163,379.35
SOLID WASTE	\$368.35
LAW LIBRARY	\$11,013.88
ENDING HOMELESSNESS	\$13,297.03
TRAC OPERATIONS	\$29,110.99
FRANKLIN COUNTY RV PARK	\$422.14
MOTOR VEHICLE	\$11,074.43

In the amount of: \$372,326.79

The motion was seconded by: *Brian Peck*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *Kristy Davis*

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

Vouchers Audited By:
Kristy Davis
Kristy Davis

1016 North 4th Avenue * P.O. Box 1451 * Pasco, WA 99301 * (509) 545-3536 * fax (509) 543-2995
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❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of September 28, 2016 for payment of payroll totaling \$372,326.79. Commissioner Peck seconded and the motion was unanimously carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
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Approval of County Roads and Motor Vehicle Warrants

September 28, 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, September 28, 2016 *[Signature]*
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Net Payroll Checks	00308386-00308388	\$ 3,476.01
Net EFT Payroll Checks	00000297-00000327	38,598.73
Deduction and Contribution Checks	00308404-00308420	74,989.02
	Total	<u>\$ 117,061.76</u>
 Motor Vehicle		
Net Payroll Checks	00308385	\$ 1,363.95
Net EFT Payroll Checks	00000293-00000296	3,921.29
Deduction and Contribution Checks	00308421-00308434	8,897.50
	Total	<u>\$ 14,182.74</u>
Grand Total All Payrolls		<u>\$ 131,244.50</u>

in the total amount of **\$131,244.50** (\$117,061.76 + \$14,182.74)

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

[Signature]
The attached payroll has been approved by Auditor or Deputy

[Signature]
Payroll Prepared By Melissa Olhaiser

❖ *Commissioner Koch moved to approve County Roads and Motor Vehicle payroll totaling \$131,244.50. Commissioner Peck seconded and the motion was carried unanimously.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

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Salary Clearing, Emergency Management and Irrigation Payroll

September 28, 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, September 28, 2016 *[Signature]*
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00307408-00307437	\$ 15,197.14
Net EFT Payroll Checks	00000038-00000281	385,808.11
Deduction and Contribution Checks	00307959-00307971	268,847.31
	Total	\$ 669,852.56
 Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00000282-00000285	\$ 7,080.30
Deduction and Contribution Checks	00307972-00307976	5,013.42
	Total	\$ 12,093.72
 Irrigation Payroll:		
Net Payroll Checks	00307465-00307466	\$ 315.83
Net EFT Payroll Checks	00000286-00000292	8,717.81
Deduction and Contribution Checks	00307977-00307980	5,945.28
	Total	\$ 14,978.92
Grand Total All Payrolls		\$ 696,925.20

in the total amount of **\$696,925.20** (\$669,852.56 + \$12,093.72 + \$14,978.92)

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

[Signature]
The attached payroll has been approved by Auditor or Deputy

[Signature]
Payroll Prepared by Melissa Olheiser

- ❖ **Commissioner Koch moved to approve Salary Clearing payroll, Emergency Management payroll and Irrigation Payroll totaling \$696,925.20. Commissioner Brad Peck seconded and the motion was carried unanimously.**



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Approval of Consent Agenda

- Resolution 2016-374 Authorizing Transfer of County Asset from TRAC Operations Fund to Motor Vehicle Fund
- Resolution 2016-375 Approving the Procurement of Three County Issued Cell Phones and Two iPads for Corrections Commander and Staff
- Resolution 2016-376 Authorizing Steve Marks Franklin County Assessor to Contract with US Bank for Charge Card Services
- Resolution 2016-377 Awarding Personal Services Contract with Jennifer Azure Attorney Representation of Persons in Becca Case/Matters
- Resolution 2016-378 Awarding Personal Services Contract with Fikes Northwest with Benton Franklin Counties Juvenile Justice Center
- Resolution 2016-379 Awarding Personal Services Contract with Heather Villani Attorney Representation of Persons in all Becca Case/Matters
- Resolution 2016-380 Authorizing TRAC to Procure, 1- F-250, 1-Snow Plow, 1-Tractor, 1- Loader, 1-Pallet Forks and 1- Box Scraper
- Approval of September 14, 2016 Commission Meeting Minutes
- Approval of September 21, 2016 Commission Meeting Minutes

❖ *Commissioner Koch moved to approve the Consent Agenda. Commissioner Peck seconded and the motion was carried.*

ADMINISTRATION OFFICE BUSINESS

Administrator Keith Johnson reviewed a few items of business.

- Mr. Johnson attended a Washington state county administrators meeting in Olympia that was very beneficial to him in dealing with some of Franklin County's Office of Public Defense issues. Many of the other counties in Washington are struggling with the same problems as Franklin County.



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- OneSolution is going well and has met another milestone of going live with payroll with minimum problems. Thank you to Human Resources Director Carlee Nave and staff for assisting in making sure that this went smoothly.
- Leasing the building from the Port of Pasco on 502 West Boeing Street for the Planning and Building Department.
- ❖ ***Commissioner Koch moved to approve the Building Lease Agreement between Port of Pasco and Franklin County for the property on 502 West Boeing Street. Commissioner Peck seconded and the motion was approved. Resolution 2016-381***
- TRAC Advisory Board meeting discussed the flooring on the Expo side of the center. There is an immediate need to replace this floor. Mr. Johnson presented a couple of options to the Board and discussion ensued. No action was taken at this time.

EXECUTIVE SESSION

RCW 42.30.140 (4) Contract Negotiations

Commissioner Miller recessed into Executive Session at 10:23 a.m., for a discussion of Contract Negotiations. Executive Session was anticipated to last fifteen minutes.

Commissioner Miller reconvened the Regular meeting at 10:41 a.m., announcing Executive Session would be extended for another ten minutes.

RECONVENE

Commissioner Miller reconvened the Regular meeting at 10:54 a.m.




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ADJOURN

With no further business to bring before the board, the meeting was adjourned at 10:54 a.m.


BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON



Rick Miller, Chair



Robert Koch, Chair Pro Tem



Brad Peck, Member

ATTEST:



Karin Mulham
Clerk to the Board