



# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

BRAD PECK  
DISTRICT 1

ROBERT E. KOCH  
DISTRICT 2

RICK MILLER  
DISTRICT 3

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**Rescheduled Board Meeting and Public Hearing**  
**Tuesday, November 8 and Wednesday, November 9, 2016**  
**1016 North 4th Avenue**

*Franklin County Courthouse, Commissioners' Meeting Room*  
*Pasco, Washington*

The Board of Commissioners may add, delete, postpone or alter the order of the agenda, with the exception of Public Hearings, which will not start before the time indicated, per RCW 42.30.060.

- 9:00 am**                    **CALL TO ORDER**
- 9:00 am**                    **PLEDGE OF ALLEGIANCE**
- 9:00 am – 9:05 am**       **REQUEST FOR STEP CHANGE FOR COUNTY EMPLOYEE**  
*Presented by Human Resources Director Carlee Nave*
- 9:05 am – 9:25 am**       **APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH BENTON COUNTY FOR JUVENILE JUSTICE CENTER OPERATIONS AND FACILITIES Resolution 2016-411**  
*Presented by County Administrator Keith Johnson*  
**(BEING REMOVED FROM AGENDA)**
- 9:25 am – 9:30 am**       **PUBLIC COMMENT**
- 9:30 am - 9:35 am**       **OFFICE BUSINESS**
1. Approval of Vouchers
  2. Consent Agenda

**CONSENT AGENDA:** Items listed under the Consent Agenda are considered routine and will be enacted by one vote of the Board of Commissioners. Consent Agenda items may be modified, or moved from the Consent Agenda to the Regular Agenda for separate consideration, by majority consent of the Board of Commissioners.

1. Resolution 2016-412 Approval of a Lease Agreement with Abadan for a Copier in Elections Department
2. Resolution 2016-413 Approval of 5 Year Lease for New Telephone and Video Conferencing System
3. Resolution 2016-414 Approval of Franklin County and Culbert Construction CRP 612-2015 & 2016 County Safety Improvements Agreement
4. Resolution 2016-415 Approval of 2016 Magnesium Chloride Solution Deicer
5. Resolution 2016-416 Approval of Awarding Bid to Great Floors to Replace Flooring in TRAC Expo Hall and Approval of Purchase
6. Resolution 2016-417 Approval of Contract between Benton Franklin JJC, Superior Court and Inter-City Legal Processing & Messenger Service
7. Resolution 2016-418 Approval to Reappoint Sandra Lepage to Mid Columbia Library Board of Trustees
8. Approval of MRSC Washington Public Agency Contract

**9:35 am – 9:50 am      ADMINISTRATION OFFICE BUSINESS**

1. Office Business
2. Discussion on Compensation of County Officials and Staff
  - a. Approval of 2016 Cost of Living Adjustment for Non Bargaining Employees and Elected Officials. Resolution 2016-419
  - b. Approval of Cost of Living Adjustment for Adjustment for Non Bargaining Employees and Elected Officials. Resolution 2016-420
  - c. Approval of Franklin County Commissioners District 1 and 2 Salaries for 2017-2020 Resolution 2016-421
  - d. Approval of Cost of Living Adjustment for Adjustment for Non Bargaining Employees and Elected Officials. Resolution 2016-422

**9:50 am – 9:55 am      PUBLIC COMMENT**

**9:55 am                      RECESS**

*Until 9:00 am Wednesday November 9<sup>th</sup>, 2016 for Public Hearing*

**WEDNESDAY NOVEMBER 9, 2016**

**9:00 am RECONVIENE**

**9:00 am – 9:30am PUBLIC HEARING**

**Consider an Appeal of an Administrative Decision Regarding Short Plat 2016-19 An Application to Divide Approximately 4.6 Acres into Five (5) Residential Lots.**

*Presented by Planning and Building Director Jerrod MacPherson and Planning and Building Assistant Greg Wendt*

*(Resolution 2016-423 upon approval)*

**9:30 am – 9:35 am PUBLIC COMMENT**

**9:35 am ADJOURN**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
AND PUBLIC HEARING  
NOVEMBER 8 AND 9, 2016**

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**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, Auditor Matt Beaton, Treasurer Josie Koelzer, Chief Deputy Treasurer Andrew Hicks, Human Resources Director Carlee Nave, Human Resources Coordinator Eric Wyant, Public Works Director Matt Mahoney, County Engineer Craig Erdman, County Clerk Mike Killian, Deputy Clerk Melissa Larios, Assistant to the Administrator Sherrie Young, and Clerk to the Board Karin Milham

**PLEDGE OF ALLEGIANCE**

Commissioner Miller led the Pledge of Allegiance

Commissioner Miller removed Resolution 2016-411 Approval of Memorandum of Understanding with Benton County for Juvenile Justice Center Operations and Facilities from the agenda. Corrections to the Resolution would be made and brought back at a later date.

**REQUEST FOR STEP CHANGE**

Human Resources Director Carlee Nave presented to the Board a request to hire of an existing County employee for Customer Service Specialist I Step 7.

- ❖ *Commissioner Peck moved to approve the Customer Service Specialist I Step 7 changes. Commissioner Koch seconded and the motion carried.*

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**OFFICE BUSINESS**

*Approval of Fund Expenditure Warrants*

11/08/2016

**Franklin County Commissioners:**

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

Action: As of this date, 11/08/2016 Per Peck

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: 00310048 - 00310158 \$436,619.48

| Fund Expenditures     | Amount issued |
|-----------------------|---------------|
| CURRENT EXPENSE       | \$387,498.89  |
| TREASURER O & M       | \$657.06      |
| COUNTY ROADS          | \$6,326.02    |
| SOLID WASTE           | \$73.44       |
| VETERAN'S ASSISTANCE  | \$75.00       |
| ENDING HOMELESSNESS   | \$13,599.30   |
| AFFORDABLE HOUSING    | \$858.98      |
| CAPITAL PROJECTS FUND | \$9,236.37    |
| TRAC OPERATIONS       | \$5,049.12    |
| MOTOR VEHICLE         | \$13,245.50   |

In the amount of: \$436,619.48

The motion was seconded by: Brad Peck

And passed by a vote of 3 to 0

Reviewed by the County Administrator: Ken Peck

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

Maisey Stein  
Vouchers Audited By:  
Maisey Stein

❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of November 8, 2016 for payment of payroll totaling \$436,619.48. Commissioner Peck seconded and the motion was unanimously carried.*



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REGULAR MEETING MINUTES  
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*Approval of Consent Agenda*

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8. Approval of MRSC Washington Public Agency Contract

❖ *Commissioner Koch moved to approve the Consent Agenda. Commissioner Peck seconded with the removal of Consent Agenda item #5 for separate discussion. The motion carried.*

❖ *After brief discussion on Consent Agenda Item#5 Commissioner Koch moved to approve awarded bid to Great Floors for replacement flooring in the Expo Hall of the TRAC. Commissioner Peck seconded and the motion carried.*



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**ADMINISTRATION OFFICE BUSINESS**

After discussion on Compensation of County Officials and Staff, the following Resolutions were voted upon.

- ❖ *Commissioner Peck moved to approve the 2016 Cost of Living Adjustment for Non Bargaining Employees and Elected Officials, Resolution 2016-419. Commissioner Koch seconded and the motion carried.*
- ❖ *Commissioner Koch moved to approve the 2017 Cost of Living Adjustment for Adjustment for Non-Bargaining Employees and Elected Officials, Resolution 2016-420. Commissioner Peck seconded and the motion carried.*

County Administrator Keith Johnson clarified the reason for moving the meeting to November 8, 2017. Mr. Johnson recently became aware of the deadline for setting the Commissioners' salaries. After consulting with the Prosecuting Attorney and MRSC, the deadline for changes in the Commissioners' salaries needed to take place prior to Election Day or risk the salaries returning to the statutory minimum. The existing law prohibits Commissioners salaries to change during their elected term of service.

- ❖ *Commissioner Koch moved to approve Franklin County Commissioners District 1 and 2 Salaries for 2017-2020 Resolution 2016-421. Commissioner Peck seconded and the motion carried 2:1.*
- ❖ *Commissioner Peck moved to approve Resolution 2016-422, 2018 Cost of Living Adjustment for Adjustment for Non-Bargaining Employees and Elected Officials. Commissioner Koch seconded and the motion carried.*

**RECESS**

Commissioner Miller recessed the meeting at 10:09 a.m. until 9:00 a.m. Wednesday, November 9<sup>th</sup>, 2016 for Public Hearing.

**RECONVENE**

Commissioner Miller reconvened the regular meeting at 9:00 a.m. Wednesday, November 9<sup>th</sup>, 2016.

Commissioner Peck let the Board know that he did know one of the parties in the Public Hearing, Mr. Lenk. Commissioner Peck also expressed that he could be fair and impartial in the Hearing but if either party felt there was a problem, he would remove himself. Both parties agreed to keep Commissioner Peck in seat for the hearing.



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**PUBLIC HEARING**

Commissioner Miller recessed into the Public Hearing at 9:05 a.m.

**Consider an Appeal of an Administrative Decision Regarding Short Plat 2016-19 an Application to Divide Approximately 4.6 Acres into Five (5) Residential Lots.**

Planning and Building Director Jerrod MacPherson and Planning and Building Assistant Greg Wendt presented the Board with maps to view as they discussed the issues relating to Mr. William Dawkins trying to subdivide his property.

The Planning department had approved this short plat with 7 findings of fact and 5 conditions of approval. On October 12, 2016 the Planning department received an appeal letter from Mr. Roger Lenk.

Both parties were able to present their findings to the Board. After discussion on County laws, wells, easements, power lines and roads, Commissioner Miller closed the Public Hearing at 10:08 a.m.

- ❖ *Commissioner Koch moved to approve Resolution 2016-423 denial of appeal of County Planning Departments' decision to approve Short Plat 2016-19. Commissioner Peck seconded and the motion carried.*

**ADJOURN**

With no further business to bring before the Board, the meeting was adjourned at 10:11 a.m.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

*Rick Miller - Absent*

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Rick Miller, Chair

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

*Brad Peck*  
\_\_\_\_\_  
Brad Peck, Member

**ATTEST:**  
*Karin Milkan*  
\_\_\_\_\_  
Clerk to the Board