



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

Agenda

Regular Board Meeting
Wednesday, March 15, 2017
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 – 9:10 am** **LEGISLATIVE REPORT UPDATE**
Presented by Representatives Jim Potts and Zac Kennedy
- 9:10 am – 9:25 am** **SCOPING OF THE BROADMOOR MASTER PLAN AREA**
Presented by Interim Planning Director Nicole Stickney
- 9:25 am – 9:40 am** **PERMANENT SUPPORTIVE MENTAL HEALTH HOUSING PROGRAM**
Presented by Human Services Director Kyle Sullivan
(Resolution 2017-66 upon approval)
- 9:40 am – 9:45 am** **REQUEST TO OFFER CHIEF CIVIL ATTORNEY GRADE 22-STEP 3**
Presented by Prosecuting Attorney Shawn Sant
(Resolution 2017-76 upon approval)
- 9:45 am – 9:50 am** **PUBLIC COMMENT**

9:50 am – 9:55 am OFFICE BUSINESS – *Vouchers and 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 2017-67 Approval of Amendment between Franklin County and National Contractors to Extend Janitorial Services.
2. Resolution 2017-68 Approval of Re-Appointment of Caetone L. Domingos as a Board member of the Housing Authority of the City of Pasco and Franklin County
3. Resolution 2017-69 Approval of First Amendment to Public Works Contract between the Personal Touch and Benton-Franklin Juvenile Justice Center
4. Resolution 2017-70 Approval of Award Bids for 2017 Miscellaneous Materials for Road Maintenance
5. Resolution 2017-71 Approval of On-Call Material Testing Supplement for Intermountain Materials Testing
6. Resolution 2017-72 Approval of Professional Services Agreement with Attorney Karla Kane-Hudson for Cases in Franklin County Superior Court
7. Resolution 2017-73 Approval of Professional Service Agreement PSC-201617-Shelter Plus Care-NECC-00
8. Resolution 2017-74 Approval of Service Agreement Renewal between Astrophysics and Franklin County for X-ray Machines
9. Approval of March 1, 2017 Commissioner' Meeting Minutes

9:55 am – 10:05 am ADMINISTRATION OFFICE BUSINESS

- Personal Services Contract between Franklin County and ADCOMM Engineering Company. (*Resolution 2017-75 upon approval*)
Executive Session (if necessary)

10:05 am – 10:10 am PUBLIC COMMENT

10:10 am ADJOURN



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CALL TO ORDER

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

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

Staff Present: County Administrator Keith Johnson, Interim Franklin County Planner Nicole Stickney, Undersheriff Dan McCary, Corrections Administrator Stephen Sultemeier, Prosecuting Attorney Shawn Sant, Facilities Director Jennifer Wagner, Benton-Franklin Human Services Executive Director Kyle Sullivan, Benton-Franklin Human Services Housing Program Specialist Shela Berry, Human Resources Generalist Eric Wyant, Prosecuting Attorney Administrative Assistant Kelly Schadler and Clerk to the Board Sherrie Young

PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance.

LEGISLATIVE REPORT

Mr. Zac Kennedy of Jim Potts & Associates briefed the Board via conference call of activity expected this week in Olympia. Anticipated activity included indigent defense issues, thirteen NTIB (necessary to implement the budget) bills and the Hurst bill, which is an all-encompassing water bill. There was discussion of Department of Ecology's role in managing Washington State's Water Policy and the possibility the responsibility may fall to the individual counties. This may be cause for concern due to the possibility of additional regulation from Department of Ecology which could affect funding for Franklin County. Mr. Kennedy stated the Water Policy has been in existence since the late 1800's with very few corrections along the way and needed significant revision.

Commissioner Koch thanked Mr. Kennedy for his time and report.

SCOPING OF THE BROADMOOR MASTER PLAN AREA

Presented by Interim Franklin County Planning Director Nicole Stickney

Interim Director of Planning Nicole Stickney addressed the Board stating she'd received a letter from City of Pasco regarding scoping of the Broadmoor Master Plan Area and needed to respond.



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Ms. Stickney explained the total area to be master planned was 1,600 acres with approximately 425 acres outside the current City Limits. All of the planned area is within City of Pasco's Urban Growth Area (UGA) so the City's Comprehensive Plan applies to all of the land. She further explained Franklin County development regulations apply to land not within the City's incorporation limits, giving Franklin County jurisdiction over subdivision requests, rezones, building permits, etc. The recently adopted Franklin County Shoreline Master Program applies to shoreline areas within City of Pasco's UGA.

Ms. Stickney recommended sending a response identifying the following:

- (1) Approximately 425 acres of the "West Pasco / Broadmoor Development Master Plan" area is located outside of the current city limits. These lands carry zoning designations as assigned by Franklin County. In addition, the Franklin County Shoreline Master Program applies to all shoreline areas in the UGA.
- (2) Franklin County has reviewed the list of natural and built environmental attributes that will be included in the EIS and concurs with the list; however, the review of "earth" should specifically include the following topics: geology; soils; topography; unique physical features; and erosion/enlargement of land area (accretion) and the review of "water" should specifically include: surface water movement, quantity and quality; runoff/ absorption; floods; groundwater movement, quantity and quality; and public water supplies.
- (3) Franklin County officially requests notification of future opportunities for public review, to include circulation of documents for comment, Planning Commission workshops, special meetings, and regular meetings, any Open Houses, and so forth. Furthermore, if a citizen planning committee, task force, or other such body is formed, we request that a representative from the Franklin County Planning Commission and from the Franklin County Staff (Planning and/or Public Works) be invited.

After discussion, the Board asked for minor additions to response. Ms. Stickney will prepare the response with the recommended additions and send to the Administration office for signature and mailing.

**RESOLUTION 2016-66 APPROVING PERMANENT SUPPORTIVE MENTAL
HEALTH HOUSING PROGRAM**

Presented by Human Services Executive Director Kyle Sullivan and Housing Program Specialist Shela Berry

Mr. Sullivan explained Benton and Franklin Counties Department of Human Services Mental Health Housing Program was designed for individuals with severe mental health disorders that are engaged in mental health services and are also homeless. Applicants are referred from CES (Coordinated Entry Systems) or a Mental Health Agency. A Housing First model, along with case management services, will be implemented with the goal to assist households in obtaining



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and maintaining permanent housing but also to assist households in securing public housing assistance if possible.

Ms. Berry explained the program would provide Direct Service Vouchers, a short-term financial assistance program, and supportive services, consisting of case management specific tasks to assist the County with meeting their overall goals to reduce homelessness.

Mr. Sullivan asked for approval to use 2163 Funds for a Permanent Supportive Housing Program.

There was discussion regarding the difficulties of accurately analyzing and tracking the success of the program due to many clients dropping out of the program and leaving the area but the Board agreed it was a necessary program for the community.

- ❖ *Commissioner Peck moved to approve Resolution 2017-66 allowing the use of 2163 Funds for a Permanent Supportive Housing Program administered by Benton and Franklin Counties Department of Human Services, to assist the County with meeting the goals of the ten-year Homeless Housing Plan to reduce homelessness. Commissioner Miller seconded and the motion was carried.*

**RESOLUTION 2017-76 APPROVING REQUEST TO OFFER CHIEF CIVIL
ATTORNEY GRADE 22- STEP 3**

Presented by Prosecuting Attorney Shawn Sant

Mr. Sant explained Ms. Jennifer Johnson was being reassigned to the position of Chief Civil Deputy Prosecuting Attorney and his intent was to hire her at Step 3 due the experience she brings to this position. Since graduating from law school in 2003, Ms. Johnson has gained thirteen years of experience in law offices, at the county prosecutor level and as Assistant Prosecutor for cities of Pasco, Richland and West Richland. She also has managerial experience which is essential to the position.

Mr. Sant further explained the individual that currently holds the position of Chief Civil Deputy Prosecuting Attorney would be reassigned to Senior Deputy Prosecuting Attorney in Child Support Enforcement.

Mr. Sant stated the reassignments would result in a \$5,000 reduction to the County but his main priority was to do what was best for the County.

Commissioner Peck clarified the \$5,000 reduction was for calendar year 2017 only, and would cause an increase in the Prosecuting Attorney's budget beginning in 2018 to cover costs of step increases for employee involved in this transition.



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Mr. Sant confirmed it would be a \$5,000 savings for 2017 but because of State approval of the reassignments, funding would cover some of the salary expenses.

- ❖ *Commissioner Peck moved to approve Resolution 2017-76 authorizing the reassignment of the current Chief Civil Deputy Prosecuting Attorney to Senior Deputy Prosecuting Attorney of Child Support Enforcement and to approve the Personnel Action Form promoting the current Senior Deputy Prosecuting Attorney of Child Support Enforcement to Chief Civil Deputy Prosecuting Attorney. Commissioner Miller seconded and the motion was carried.*

PUBLIC COMMENT

- Mr. Joel Prantle thanked Commissioner Koch for contacting him regarding the situation with FEMA and Glade Road but expressed continued disappointment and frustration that Glade Road was still not repaired and open for traffic. He felt it could have been repaired in three days by an outside contractor with what he felt would have been an unbelievable savings.

He also expressed concern that the County didn't own scales for enforcing road weight limits. He said Sheriff Raymond told him personally that weight limits were not being enforced and would never be enforced.

Mr. Prantle stated Public Works was working on Ione Street again this week and felt attention should be given to other roads. He claimed graders had been parked in the same spot for several days and felt the Public Works crew should have gotten more done by now.

He thanked the Board.

- Stephen Bauman thanked Commissioner Koch for leaving him a voicemail after last week's meeting. He read the meaning of "emergency" from the Merriam-Webster Dictionary as, "*an unforeseen combination of circumstances or the resulting state that calls for immediate action.*" He asked if the Commissioners felt they had taken immediate action. He explained he was very familiar with this type of work and felt he could have organized a crew and gotten Glade Road repaired and opened within forty-eight hours.

Commissioner Koch explained he had spoken with the County Engineer and was informed the asphalt plant had just started up this past Monday.



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Mr. Bauman felt that was inaccurate information. He spoke with a local asphalt plant manager and was told the plant was already operating when the State of Emergency was called would have started up the plant earlier, had they been contacted. Mr. Bauman respectfully insisted answers were needed for why it has taken so long to get Glade Road repaired and opened.

There was discussion of how the scheduled for road repair decisions were made. Commissioner Koch stated that decision rests with the County Engineer.

There was significant discussion of what roads needed to be repaired and which had substantial road damages. They also discussed road weight limitations and how, or if, those limitations would be enforced.

Mr. Bauman explained he was a life-long resident of Franklin County and was merely a concerned citizen. He stated he appreciated the Board's time and would do whatever he could to help. He stated he's not looking for a project, but would be happy to help the County find a contractor if needed.

Commissioner Peck clarified the reason Franklin County declared the State of Emergency was to immediately qualify for state funding. He reminded Mr. Bauman Public Works still had to go through the legal process of hiring a contractor and also had to wait for flood waters to recede before beginning assessment and repair of Glade Road.

Commissioner Koch thanked Mr. Bauman for his comments.

- Mr. Clint Didier stated he'd been a resident of Franklin County for nearly fifty-eight years and has never seen a road closed. He expressed extreme disappointment and frustration with the fact that Glade Road remained closed to public traffic. He felt the Board was directing Public Works' road repair schedule and didn't feel that was wise.

Commissioner Peck reiterated the road repair schedule was the responsibility of the County Engineer and, to his knowledge, none of the Commissioners had discussed the road repair schedule with anyone at Public Works.

Mr. Didier recited several comments recently made by Commissioners regarding the State of Emergency called by Franklin County, road closures, load restrictions, barricades and enforcement and questioned statements and actions by the Commissioners as being politically motivated.

He would like to see audio of the Board of Commissioners' meetings made available online.



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Undersheriff Dan McCary asked to address some of public statements and concerns heard today. He insisted Mr. Prantle misunderstood Sheriff Raymond's comment regarding enforcement of road weight limits. If there were any future concerns about road weight limitations, Mr. McCary asked that he, or Sheriff Raymond, be contacted and concerns would be investigated with appropriate action taken.

He felt the Sheriff's Office had done a fine job of balancing public safety and assisting agricultural businesses in transporting product out of Franklin County. He confirmed deputies do not carry scales and stated the Sheriff's Office goal wasn't to harass farmers but to assist them with this unforeseen and unfortunate circumstance.

Commissioner Koch thanked Mr. McCary for his comments.

OFFICE BUSINESS

Approval of Payroll Rosters

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March 15, 2017

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, March 15, 2017 *Barb Lamb*
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00315433-00315460	\$ 23,468.25
Net EFT Payroll Checks	00003477-00003715	405,030.12
Deduction and Contribution Checks	00315603-00315619	290,193.83
	Total	<u>\$ 718,692.20</u>
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00003473-00003476	\$ 7,330.47
Deduction and Contribution Checks	00315620-00315625	5,308.38
	Total	<u>\$ 12,638.85</u>
	Grand Total All Payrolls	<u>\$ 731,331.05</u>

In the total amount of **\$731,331.05** (\$718,692.20 + \$12,638.85)

The motion was seconded by *Barb Lamb* and passed by a vote of 3 to 0.

Julia A. Buschband
The attached payroll has been approved by Auditor or Deputy

Kristy Davis
Payroll Prepared by Kristy Davis

❖ *Commissioner Peck moved to approve the March 15, 2017 Salary Clearing and Emergency Management Payroll Rosters totaling 731,331.05. Commissioner Miller seconded and the motion was carried.*



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Approval of Warrant Register

03/15/2017

Franklin County Commissioners:

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

Action: As of this date, 03/15/2017 *[Signature]*

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: 00315461 - 00315602 \$396,596.27

Fund Expenditures	Amount issued
CURRENT EXPENSE	\$128,135.37
ELECTION EQUIP REVOLVING	\$1,842.30
COUNTY ROADS	\$133,504.00
SOLID WASTE	\$621.09
CAP OUTLAY ONE QTR PCT TAX	\$108,168.75
VETERAN'S ASSISTANCE	\$1,707.86
ENDING HOMELESSNESS	\$5,318.62
MOTOR VEHICLE	\$17,298.28

In the amount of: \$396,596.27

The motion was seconded by *[Signature]*

And passed by a vote of: 3 To 0 No

Reviewed by the County Administrator: *[Signature]*

The attached vouchers have been approved by Auditor or Deputy:
Jeff Burckhard

Vouchers Audited By:
Maisy Stein

- ❖ *Commissioner Peck moved to approve the March 15, 2017 Warrant Register totaling \$396,596.27 audited and certified by the auditing officer. Commissioner Millet seconded and the motion was carried.*



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Approval of Consent Agenda

- Resolution 2017-67 Approval of Amendment between Franklin County and National Maintenance Contractors to Extend Janitorial Services
- Resolution 2017-68 Approval of Re-Appointment of Caetone L. Domingos to the Housing Authority of the City of Pasco and Franklin County Board of Directors
- Resolution 2017-69 Approval of First Amendment to Public Works Contract between the Personal Touch and Benton-Franklin Juvenile Justice Center
- Resolution 2017-70 Approval of Award Bids for 2017 Miscellaneous Materials for Road Maintenance
- Resolution 2017-71 Approval of On-Call Material Testing Supplement for Intermountain Materials Testing
- Resolution 2017-72 Approval of Professional Services Agreement with Attorney Karla Kane-Hudson for Office of Public Defense Cases in Franklin County Superior Court
- Resolution 2017-73 Approval of Professional Service Agreement PSC-201617-Shelter Plus Care-NECC-00 for Rental Assistance
- Resolution 2017-74 Approval of Service Agreement Renewal between Astrophysics and Franklin County for X-ray Machines
- Approval of March 1, 2017 Commissioner' Meeting Minutes

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

ADMINISTRATION OFFICE BUSINESS

▪ Introduction of New Employee

County Administrator Keith Johnson introduced Franklin County's new Director of Planning and Building, Loren Wiltse. Mr. Wiltse greeted the Board stating he looked forward to this opportunity.



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- Resolution 2017-75 Approval of Personal Services Contract between Franklin County and ADCOMM Engineering Company

Mr. Johnson explained the County had been working in conjunction with other agencies toward a consolidated E911 system and recommenced hiring ADCOMM Engineering Company for the transition management for the project. He explained the agreement would be over a twelve-month period, not to exceed \$154,000.

- ❖ *Commissioner Peck moved to approve Resolution 2017-75 authorizing an agreement with ADCOMM Engineering Company for transitional management of Franklin County Emergency Dispatch to a Regional E911 System. Commissioner Miller seconded and the motion was carried.*

ADJOURN

With no further business to bring before the board, the meeting was adjourned at 10:59 a.m.

BOARD OF COUNTY COMMISSIONERS
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Handwritten signature of Robert E. Koch in blue ink.

Robert E. Koch, Chair

Handwritten signature of Brad Peck in blue ink.

Brad Peck, Chair Pro Tem

Handwritten signature of Rick Miller in blue ink.

Rick Miller, Member

ATTEST:

Handwritten signature of Kevin Milham in blue ink.
Clerk to the Board