



# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

BRAD PECK  
DISTRICT 1

ROBERT E. KOCH  
DISTRICT 2

RICK MILLER  
DISTRICT 3

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### AGENDA

#### Regular Board Meeting and Public Hearing Wednesday, June 21, 2017

*Franklin County Courthouse, Commissioners' Meeting Room  
1016 North 4th Avenue  
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 – 9:30 am**    **JUVENILE JUSTICE CENTER FACILITIES DISCUSSION**  
*Presented by Benton County Commissioner Jerome Delvin*
- 9:30 am – 9:50 am**    **PUBLIC HEARING**  
**DECLARATION OF COUNTY-OWNED PROPERTY AS SURPLUS  
AND AUTHORIZATION FOR DISPOSAL**  
*Presented by Public Works Director Matt Mahoney*
- Resolution 2017-170 Declaring County-Owned Property (vehicles) as surplus and authorization for disposal of the property via Public Auction*
- Resolution 2017-171 Declaring County-Owned Property (misc.) as surplus and authorization for disposal of the property via Public Auction*
- 9:50 am – 10:05 am**   **SUB 2017-01 SUBDIVIDING APPROXIMATELY 8.14 ACRES INTO  
13 SINGLE RESIDENTIAL LOTS (Res 2017-156 upon approval)**  
*Presented by Planning and Building Director Loren Wiltse*

**10:05 am – 10:15 am SUB 2017-02 TO SUBDIVIDE APPROXIMATELY 39.11 ACRES INTO 55 RESIDENTIAL LOTS** (*Resolution 2017-149 upon approval*)  
*Presented by Planning and Building Director Loren Wiltse*

**10:15 am – 10:20 am APPROVAL TO HIRE DEPUTY PROSECUTING ATTORNEY II AT GRADE 20, STEP 6**  
*Presented by Human Resources Director Carlee Nave*

**10:20 am – 10:25 am PUBLIC COMMENT**

**10:25am – 10:30 am OFFICE BUSINESS**

1. Approval of Payroll Rosters
2. Approval of Corrected County Roads Payroll Roster dated June 7, 2017
3. Approval of Warrant Registers
4. Approval of 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 2017-172 Approval of Juvenile Probation Liaison Agreement with Chiawana High School
2. Resolution 2017-173 Approval of Juvenile Probation Liaison Agreement with Pasco High School
3. Resolution 2017-174 Authorizing Extension of Temporary, Part-Time Office Assistant in Information Services
4. Resolution 2017-175 Approval of Commercial Crime Insurance Policy for 2017-2018
5. Resolution 2017-176 Approval of Personal Services Contract with HDR, Inc. of Seattle, Washington for update to the Solid Waste Management Plan
6. Resolution 2017-177 2017 Major Equipment Purchases for ER&R
7. June 14, 2017 Commissioners' Meeting Minutes

**10:30 am - 10:40 am ADMINISTRATION OFFICE BUSINESS**

1. Office Business
2. KMB Personal Services Contract

**10:40 am – 11:10 am EXECUTIVE SESSION**

- RCW 42.30.140(4): Contract Negotiations*  
*RCW42.30.110 (1) (i) Potential Litigation*

**11:10 am – 11:15 am PUBLIC COMMENT**

**11:15 am ADJOURN**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES AND  
PUBLIC HEARING  
JUNE 21, 2017

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## CALL TO ORDER

Commission Chairman Robert Koch 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 Robert Koch, Chair Pro Tem Brad Peck and Member Rick Miller.

**Staff Present:** County Administrator Keith Johnson, Superior Court Judge Mitchell, Superior Court Administrator Pat Austin, Chief Deputy Prosecutor Jennifer Johnson, Undersheriff Dan McCary, Human Resources Director Carlee Nave, Public Works Director Matt Mahoney, Building and Planning Director Loren Wiltze, and Clerk of the Board Karin Milham

**Guest:** Benton County Commissioner Jerome Delvin

## PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

## JUVENILE JUSTICE CENTER FACILITIES PRESENTATION

Benton County Commissioner Jerome Delvin displayed a PowerPoint presentation to the Franklin County Commissioners on the At-Risk Youth Services Center Capital Project. Commissioner Delvin presented the concerns of the Juvenile Justice Center and several options available to address those concerns.

### Project Background

- 1979: Original Benton-Franklin Counties Juvenile Justice Center is constructed with an Administration/Courtroom Wing and a Detention Wing.
- 1996: New detention facility is constructed and attached to the west end of the existing facility.
- Over time: Original facility develops programmatic and structural issues.
- 2015: Counties engage a project team of architects, engineers, and a juvenile justice consultant who, in collaboration with stakeholders, develop three options to resolve the issues.
  
- Options 1 and 2: Renovations/additions ranging in cost from \$8.9 – \$9.5 million.
- Option 3 (Recommended): Demolition of the 1979 Administration/Courts facility and construction of a new 38,000 square foot facility at a cost of \$9.9 million.
- 2017: Benton County engages Gordon Thomas Honeywell Governmental Affairs (GTH-GA) to research potential external funding sources for a renovated or reconstructed facility.

### Funding Alternatives Researched

- ✓ Office of the State Treasurer: Local Option Capital Asset Lending (LOCAL) Program
- ✓ Legislature: Local Community Project Grants
- ✓ Washington State Department of Commerce



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- Community Development Block Grant Justice Assistance Grant
- ✓ Washington Economic Development Finance Authority
- ✓ Department of Social and Health Services: Juvenile Rehabilitation Administration
- ✓ US Department of Agriculture Rural Development: Community Facilities Direct Loan and Grant Program
- ✓ US Department of Justice/Office of Juvenile Justice and Delinquency Prevention
- ✓ Additional research with the Washington Association of Counties, individual Counties, Washington Administrator for the Courts, and the Municipal Research and Services Center yielded local options:
  - Local Sales and Use Taxes
    - 0.1% for Juvenile Detention Facilities and Jails
    - 0.1% for Criminal Justice
    - 0.3% for Public Safety
  - County-Issued Limited Tax General Obligation Bonds (councilmanic/non-voted debt)
  - Local Real Estate Excise Tax (REET)

**Feasible Fund Sources**

- ✓ Legislature: Local Community Project Grant
- ✓ 0.1% Local Sales and Use Tax for Juvenile Detention Facilities and Jails  
(Note: Use of the revenues must meet the statutory purpose of the tax).
- ✓ County-Issued Limited Tax General Obligation Bonds
- ✓ Office of the State Treasurer: Local Option Capital Asset Lending (LOCAL) Program

Commissioner Delvin projected a legislative process of about 2 -3 years. Franklin County Commissioners were in agreement that the facilities were in need of repair. Commissioner Koch suggested that the current building be demolished to enable a new two story facility. Commissioner Peck suggested selling the current building and uses those funds to build in a new area. All Franklin County Commissioners were in support of improving the Juvenile Justice Center.

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**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES AND  
PUBLIC HEARING  
JUNE 21, 2017**

**OFFICE BUSINESS**

*Approval of County Roads and Motor Vehicle Payroll*

June 21, 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, June 21, 2017  
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Roads</b>		
Net Payroll Checks	00319208-00319209	\$ 2,422.40
Net EFT Payroll Checks	00005150-00005183	45,001.34
Deduction and Contribution Checks	00319430-00319443	78,661.30
	<b>Total</b>	<u>\$ 126,085.04</u>
 <b>Motor Vehicle</b>		
Net Payroll Checks	00319210	\$ 1,389.38
Net EFT Payroll Checks	00005184-00005188	4,170.82
Deduction and Contribution Checks	00319444-00319452	11,660.51
	<b>Total</b>	<u>\$ 17,220.71</u>
 <b>Grand Total All Payrolls</b>		 <u>\$ 143,305.75</u>

In the total amount of **\$143,305.75** (\$126,085.04 + \$17,220.71)

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

The attached payroll has been approved by Auditor or Deputy

Payroll Prepared By Raul Ramirez

❖ *Commissioner Peck moved to approve County Roads and Motor Vehicle payroll totaling \$143,305.75. Commissioner Miller seconded and the motion was carried.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES AND  
PUBLIC HEARING  
JUNE 21, 2017**

*Salary Clearing and Emergency Management Payroll*

June 21, 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, June 21, 2017  
move that the following warrants be approved for payment.

*Ben Peck*

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>Salary Clearing Payroll:</b>		
Net Payroll Checks	00319211-00319232	\$ 15,252.26
Net EFT Payroll Checks	00005189-00005426	394,776.69
Deduction and Contribution Checks	00319453-00319471	280,873.64
	<b>Total</b>	<b>\$ 690,902.59</b>
<b>Emergency Mgmt Payroll:</b>		
Net EFT Payroll Checks	00005146-00005149	\$ 7,334.06
Deduction and Contribution Checks	00319202-00319207	5,288.36
	<b>Total</b>	<b>\$ 12,632.42</b>
	<b>Grand Total All Payrolls</b>	<b>\$ 703,535.01</b>

In the total amount of **\$703,535.01** (\$690,902.59 + \$12,632.42)

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

*Maria Brala*  
The attached payroll has been approved by Auditor or Deputy

*Raul Ramirez*  
Payroll Prepared by Raul Ramirez

❖ *Commissioner Peck moved to approve Salary Clearing payroll, Emergency Management payroll and Irrigation payroll totaling \$703,535.01. Commissioner Miller seconded and the motion was carried.*



**FRANKLIN COUNTY, WASHINGTON  
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**REGULAR MEETING MINUTES AND  
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JUNE 21, 2017**

*Approval of Fund Expenditure Warrants*

6/21/2017

**Franklin County Commissioners:**

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

Action: As of this date, 6/21/2017 

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:	00319747 -	00319942	\$ 588,154.14
Department of Revenue Tax Remittance			4,042.07
			<u>\$ 592,196.21</u>

Fund Expenditures	Checks	Dept of Revenue Tax Remittance	Amount Issued
Current Expense	\$ 270,042.79	\$ 3,099.18	\$ 273,141.97
Auditor O & M	427.40	-	427.40
Election Equipment Revolving	120.15	-	120.15
REET Technology Fund	15,783.92	-	15,783.92
Boating Safety Fund	600.25	50.13	650.38
Jail Commissary	6,112.24	-	6,112.24
Enhanced 911	50,637.99	-	50,637.99
County Roads	119,486.31	289.09	119,775.40
Solid Waste	1,241.43	-	1,241.43
Capital Outlays 1/4% Excise	12,218.75	-	12,218.75
Law Library	11,958.93	-	11,958.93
Veteran's Assistance	4,257.19	-	4,257.19
Ending Homelessness	19,675.55	-	19,675.55
FC Capital Projects Fund	3,860.00	-	3,860.00
TRAC Operations	16,967.45	224.17	17,191.62
Franklin County RV Park	24,645.61	379.50	25,025.11
Motor Vehicle	30,118.18	-	30,118.18
	<u>\$ 588,154.14</u>	<u>\$ 4,042.07</u>	<u>\$ 592,196.21</u>


In the amount of: \$ 592,196.21

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:  
Thomas Westerman

Vouchers Audited By:  
  
Malsey Steln

❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of June 21, 2017 for payment of payroll totaling \$592,196.21. Commissioner Miller seconded and the motion was carried.*





**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES AND  
PUBLIC HEARING  
JUNE 21, 2017**

*Approval of County Roads and Motor Vehicle Payroll*

June 7, 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, June 7, 2017  
move that the following warrants be approved for payment.

*[Signature]*

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Roads</b>		
Net Payroll Checks	00318981-00318983	\$ 3,456.78
Net EFT Payroll Checks	00005109-00005141	47,791.87
Deduction and Contribution Checks	00318985-00318992	38,121.56
	<b>Total</b>	<b>\$ 89,370.01</b>
 <b>Motor Vehicle</b>		
Net Payroll Checks	00318984	\$ 1,346.53
Net EFT Payroll Checks	00005142-00005145	5,068.46
Deduction and Contribution Checks	00318993-00318996	4,653.20
	<b>Total</b>	<b>\$ 11,068.19</b>
 <b>Grand Total All Payrolls</b>		 <b>\$ 100,438.20</b>

In the total amount of **\$100,438.20** (\$89,370.01 + \$11,068.19)

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 Raul Ramirez

❖ **Commissioner Peck moved to approve County Roads and Motor Vehicle payroll totaling \$100,438.20. Commissioner Miller seconded and the motion was carried.**



**FRANKLIN COUNTY, WASHINGTON  
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Public Works Director Matt Mahoney presented the Board with Resolution 2017-171, Declaring County-Owned Property (miscellaneous) as surplus and authorization for disposal of the property via Public Auction. Items listed for disposal are: Aladdin Pressure Washer, 7 Auger Bits, 1 Snap On Drill Press, 1 Lancaster Drill Press, 1 Port a Cool A/C unit, 1 Water Fountain, 1 DTC Line Laser Paint Striper, 1 Central Pneumatic Portable Air Compressor, 1 Bulk Fuel Tank, 1 Pick Up Tool Box, 27 Boxes of Miscellaneous obsolete Car and Truck Parts.

- ❖ ***Commissioner Peck moved to approve Resolution 2017-171 Declaring County-Owned Property as surplus and authorization for disposal for the property via Public Auction. Commissioner Miller second and the motion carried.***

**PUBLIC HEARING**

Public Works Director Matt Mahoney presented the Board with Resolution 2017-170 Declaring County –Owned Property as surplus and authorization for disposal of the property via public auction.

The Franklin County Public Works Department maintains a fleet of vehicles, through the Motor Vehicle (ER&R) Fund, including a 2007 Ford Escape, a 2007 Chevy Colorado, a 1995 Clark Forklift, a 1995 Radar Trailer, and a 1996 Trail Blazer Belly Dump Trailer.

In accordance with RCW 36.33A.030, the Board of Franklin County Commissioners have appointed the Public Works Director as the administrator of the Motor Vehicle (ER&R) Fund; and the Public Works Director has determined the vehicles, listed above, to have reached the end of their useful life for county purposes, and that the sale of said vehicles, through public auction, to be the most cost effective for the county.

Commissioner Koch recessed into a Public Hearing at 9:30 a.m., to accept public testimony regarding Resolution 2017-170, Declaring County-Owned Property as surplus and authorization for disposal of the property via public auction.

Commissioner Koch asked for Public comment. Having none, Commissioner Koch closed the Public Hearing and reconvened the Regular meeting at 9:33 a.m. and called for a motion.

- ❖ ***Commissioner Peck moved to approve Resolution 2017-170 Declaring County –Owned Property as surplus and authorization for disposal of the property via public auction. Commissioner Miller seconded and the motion carried.***



FRANKLIN COUNTY, WASHINGTON  
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Planning and Building Director Loren Wiltse presented SUB 2017-01, subdividing approximately 8.14 acres into 13 Single Residential Lots to the Commissioners.

There was a brief discussion on several items.

- The width of roads and parking regulations.
  - Irrigation and storm water runoff.
  - Who is responsible for the upkeep of property between landowner boundary and the road?
- ❖ ***Commissioner Peck moved to approve Resolution 2017-156, preliminary plat SUB 2017-01, subject to the six findings of fact and seven conditions of approval, noting that the paper provided to the Commissioners had six conditions of approval and the Board administratively added a seventh condition; that the lot owner is responsible to maintain said property and right of ways. Commissioner Miller seconded and the motion carried.***

Planning and Building Director Loren Wiltse presented SUB 2017-02 to subdivide approximately 39.11 acres into 55 Residential Lots to the Commissioners.

Upon the Boards previous request in a prior meeting, Mr. Wiltse clarified the parking policy on the proposed roads.

- ❖ ***Commissioner Peck moved to approve Resolution 2017-149, preliminary plat SUB 2017-02, subject to the six findings of fact and seven conditions of approval, noting that the paper provided to the Commissioners had six conditions of approval and the Board administratively added a seventh condition; that the lot owner is responsible to maintain said property and right of ways. Commissioner Miller seconded and the motion carried.***

Human Resources Director Carlee Nave presented the Board with a proposal to approve hiring of a Deputy Prosecuting Attorney II at Grade 20, Step 6. Ms. Nave explained that the applicant has a considerable amount of qualifications that would be beneficial to the County.

***All Commissioners were in agreement to allow Ms. Nave to offer the Deputy Prosecuting Attorney II at Grade 20, Step 6 position to applicant.***



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES AND  
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*Approval of Consent Agenda*

1. Resolution 2017-172 Approval of Juvenile Probation Liaison Agreement with Chiawana High School
2. Resolution 2017-173 Approval of Juvenile Probation Liaison Agreement with Pasco High School
3. Resolution 2017-174 Authorizing Extension of Temporary, Part-Time Office Assistant in Information Services
4. Resolution 2017-175 Approval of Commercial Crime Insurance Policy for 2017-2018
5. Resolution 2017-176 Approval of Personal Services Contract with HDR, Inc. of Seattle, Washington for update to the Solid Waste Management Plan
6. Resolution 2017-177 2017 Major Equipment Purchases for ER&R
7. Approval of June 14, 2017 Commissioners' Meeting Minutes

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

**ADMINISTRATION OFFICE BUSINESS**

County Administrator Keith Johnson presented the Board with Personal Services Contract with KMB Architects for construction on the Jail facilities making us in compliance with litigation.

❖ *Commissioner Peck moved to approve the Personal Services contract with KMB Architects. Commissioner Miller seconded and the motion carried.*

**EXECUTIVE SESSION**

**RCW42.30.110 (1) (i) Potential Litigation**

Commissioner Koch recessed into Executive Session at 10:58 a.m., for discussion of Potential Litigation. Executive Session was anticipated to last fifteen minutes.

Commissioner Koch reconvened the Regular meeting at 11:15 a.m., announcing Executive Session would be extended for another fifteen minutes.

**RECONVENE**

Commissioner Koch reconvened the Regular meeting at 11:25 a.m. No action was taken.



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**EXECUTIVE SESSION**

*RCW 42.30.140(4): Contract Negotiations*

Commissioner Koch recessed into Executive Session at 11:25 a.m., for discussion of Potential Litigation. Executive Session was anticipated to last fifteen minutes.

**RECONVENE**

Commissioner Koch reconvened the Regular meeting at 11:41 a.m. No action was taken.

**ADJOURN**

With no further business to bring before the Board, the meeting was adjourned at 11:43 a.m.

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

  
\_\_\_\_\_  
Robert Koch, Chair

  
\_\_\_\_\_  
Brad Peck, Chair Pro Tem

  
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Rick Miller, Member

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