



# 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 28, 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**

**9:05 am – 9:20 am**    **PUBLIC HEARING**  
*Presented by Planning and Building Director Loren Wiltse*

**ORDINANCE 05-2017 A TEXT AMENDMENT TO FRANKLIN COUNTY  
BUILDING CODE 15.12.230**

**9:20 am – 9:30 am**    **PUBLIC HEARING**  
*Presented by Public Works Director Matt Mahoney*

- **Proposed Amendments to the Adopted 2017-2022 Six-Year Transportation Improvement Program**  
*(Resolution 2017-178 upon approval)*
- **Adoption of Six-Year Transportation Improvement Program for 2018-2023**  
*(Resolution 2017-179 upon approval)*

**9:40 am – 9:50 am**    **PETITION FOR VACATION OF A PORTION OF HORSESHOE  
LANE** *(Resolution 2017-180 upon approval)*  
*Presented by Public Works Director Matt Mahoney*

**9:50 am – 10:15am HUMAN RESOURCES BUSINESS ITEMS**  
*Presented by Human Resources Director Carlee Nave*  
(Resolutions upon Approval)

1. Creation of a Planning and Building Administrative Assistant Position **2017-181**
2. Creation of a Planning and Building Office Assistant Position **2017-182**
3. Addition of a Facilities Maintenance Technician **2017-183**
4. Approval of Deputy Clerk Step 3 Entry
5. Temporary Addition of Corrections Clerk **2017-184**

**10:15 am – 10:20 am PUBLIC COMMENT**

**10:20 am – 10:25am OFFICE BUSINESS**

1. Approval of Payroll Rosters
2. Approval of Warrant Registers
3. 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 2017-185 First Amendment to Public Works Contract with Yoder Inc. DBA Coffey's Refrigeration
2. Resolution 2017-186 Fifth Amendment to Agreement 15-16-DD-SA-00 with Service Alternatives Inc
3. Resolution 2017-187 Fifth Amendment to Agreement 15-16-DD-GW-00 with Goodwill Industries of the Columbia, Inc.
4. Resolution 2017-188 Second Amendment to PSA-2016-17-CROW-00 between Benton Franklin Counties Human Services and Julissa Crow
5. Resolution 2017-189 Personal Services Contract between Benton Franklin Counties Human Services and City of Kennewick
6. Resolution 2017-190 Authorizing the Public Works Contract with I.G.T. Construction for Courthouse Retaining Walls
7. Resolution 2017-191 Small Works Change in BID and Vendor Limits per RCW 36.32.245
8. Resolution 2017-192 Authorizing Appointments to the Franklin County Civil Service Commission
9. Resolution 2017-193 Awarding 2017 Traffic Marking Paint and Materials bid to Sherwin-Williams
10. Resolution 2017-194 Rescinding Resolution 2017-93
11. Resolution 2017-195 Approving Agreement between Benton County and Franklin County for Mutual Use of Jail Facilities

12. Resolution 2017-196 Claim for Damages

13. May 10<sup>th</sup>, 2017 Commissioners' Meeting Minutes

**10:25 am – 10:35am      ADMINISTRATION OFFICE BUSINESS**

1. Office Business
2. Executive Session (if necessary)

**10:35 am – 10:40 am      PUBLIC COMMENT**

**10:45 am                      ADJOURN**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES AND  
PUBLIC HEARING  
JUNE 28, 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, Sheriff Jim Raymond, Treasurer Josie Koelzer, Chief Deputy Treasurer Andrew Hicks, Human Resources Director Carlee Nave, Facilities Director Jennifer Wagner, Public Works Director Matt Mahoney, County Engineer Craig Erdman, Building and Planning Director Loren Wiltze, and Clerk to the Board Karin Milham

## PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

## PUBLIC HEARING

Planning and Building Director Loren Wiltze addressed the Board regarding Ordinance 05-2017. Franklin County is proposing to amend the Franklin County Code, Title 15 Buildings and Construction, Chapter 15.2, Section 15.12.230 Permit Expiration and Revalidation. This amendment seeks to ensure the Franklin County building permits expiration dates may be extended when substantial progress is being made.

Commissioner Koch recessed into a Public Hearing at 9:13 a.m., to hear testimony regarding amendment to Ordinance 05-2017.

Mr. Steve Schelgel presented his current circumstance to the Board and the reasoning of why he supports the amendment. Mr. Schelgel obtained his permit to build. During this process he incurred a delay in building due to winter weather conditions which inhibited his progression. The building permit Mr. Schelgel obtained did not permit him to extend time needed to finish the task.

Mr. Roger Lenk also agreed that there should be an amendment to Ordinance 05-2017 which would allow an extension of time for those who encounter obstacles unforeseen and unavoidable. Reasons such as weather, inspector delays, coordinating with Committees, obtaining bids and permits all take unspecified amounts of time.

Commissioner Koch asked for any other public comments for or against the amendment to Ordinance 05-2017. Having none, Commissioner Koch closed the Public Hearing and reconvened the Regular meeting at 9:20 a.m., and called for a motion.



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- ❖ *Commissioner Peck moved to approve Ordinance 05-2017, amending text to extend permit expiration as found in Franklin County Code Section 1, 15.12.230. Commissioner Miller seconded and the motion carried.*

**PUBLIC HEARING**

Public Works Director Matt Mahoney presented to the Board information regarding the purpose of the Public Hearing.

On June 29, 2016, the Board of Franklin County Commissioners approved Franklin County's transportation improvement plan for 2017-2022 (Res. 2016-260). Since the adoption of the TIP in June, the plan will need to be amended to add projects due to a current call-for-projects, or project scheduling issues.

2017-2022 TIP recommended to the additions include:

- Install Flexible Guidepost - Countywide ..... \$157,080
- Countywide Intersection Improvements ..... \$289,800
- Surface Mounted Shoulder Rumble Bars - Glade North Road ..... \$123,600
- Install Guardrail - Ringold Road ..... \$114,840
- Install Permanent LED Radar Speed Sign ..... \$62,320

Per RCW 36.81.121(1), the transportation improvement act may be amended at any time by a majority vote of the legislative body of the jurisdiction after a public hearing has been held. The public was notified by advertisement in the County's legal newspaper and a public hearing was held on June 28, 2017.

Commissioner Koch recessed into a Public Hearing at 9:29 a.m., to hear testimony regarding proposed amendment to the Adopted 2017-2022 Six-Year Transportation Improvement Program.

Commissioner Koch asked for Public comment. Having none, Commissioner Koch closed the Public Hearing and reconvened the Regular meeting at 9:31 a.m., and called for a motion.

- ❖ *Commissioner Peck moved to approve amendments to the adopted 2017-2022 Six-Year Transportation Improvement Program. Commissioner Miller seconded and the motion carried.*



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**PUBLIC HEARING**

Commissioner Koch recessed into a Public Hearing at 9:34a.m., to hear testimony regarding the Adoption of Six-Year Transportation Improvement Program for 2018-2023.

Commissioner Koch asked for Public comment. Having none, Commissioner Koch closed the Public Hearing and reconvened the Regular meeting at 9:35 a.m., and called for a motion.

- ❖ *Commissioner Peck moved to approve Adoption of Six-Year Transportation Improvement Program for 2018-2023. Commissioner Miller seconded and the motion carried.*

Public Works Director Matt Mahoney presented Resolution 2017-180, a petition for vacation of a portion of Horseshoe Lane to the Board.

Discussion on the position of the road boundaries, its usage and who has legal ownership of property occurred.

Ms. Toni Meacham, property owner of Horseshoe Lane spoke to the Board regarding her concerns with the existing road and why she is petitioning for its vacancy.

- ❖ *Commissioner Peck moved to approve Resolution 2017-180, a petition for vacation of a portion of Horseshoe Lane. Commissioner Miller seconded and the motion carried.*

Human Resources Director Carlee Nave presented five items of business to the Board for their review and approval.

1. Creation of a Planning and Building Administrative Assistant Position

- ❖ *Commissioner Peck moved to approve Resolution 2017-181, Creation of a Planning and Building Administrative Assistant Position. Commissioner Miller seconded and the motion carried.*

2. Creation of a Planning and Building Office Assistant Position

- ❖ *Commissioner Peck moved to approve Resolution 2017-182, Creation of a Planning and Building Office Assistant Position. Commissioner Miller seconded and the motion carried.*



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**3. Addition of a Facilities Maintenance Technician**

- ❖ *Commissioner Peck moved to approve Resolution 2017-183, addition of a Facilities Maintenance Technician. Commissioner Miller seconded and the motion carried.*

**4. Approval of Deputy Clerk Step 3 Entry**

- ❖ *Commissioner Peck moved to approve Deputy Clerk Step 3 Entry. Commissioner Miller seconded and the motion carried.*

**5. Temporary Addition of Corrections Clerk**

- ❖ *Commissioner Peck moved to approve Resolution 2017-184, temporary addition of a Corrections Clerk. Commissioner Miller seconded and the motion carried.*

**The Commissioners' Meeting has been cancelled for July 5, 2017. Commissioner Peck or Commissioner Miller will be available to sign Warrants\Payroll for this day.**

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**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES AND  
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JUNE 28, 2017**

**OFFICE BUSINESS**

*Approval of Fund Expenditure Warrants*

**Franklin County Commissioners:**

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

Action: As of this date, 06/28/2017 *Beaton*

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: **00319987 - 00320401** **\$384,872.68**

<b>Fund Expenditures</b>	<b>Amount Issued</b>
CURRENT EXPENSE	\$213,199.69
JAIL COMMISSARY	\$44.74
DARE FUND SHERIFF	\$169.99
COUNTY ROADS	\$48,260.03
ENDING HOMELESSNESS	\$13,448.63
FRANKLIN COUNTY RV PARK	\$13,733.65
MOTOR VEHICLE	\$96,028.01

In the amount of: **\$384,872.68**

The motion was seconded by: *Beaton*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *Beaton*

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

*Julie Jordan*  
Vouchers Audited By:  
**Julie Jordan**

❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of June 28, 2017 for payment of payroll totaling \$384,872.68. Commissioner Miller seconded and the motion was carried.*





FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES AND  
PUBLIC HEARING  
JUNE 28, 2017

*Approval of Consent Agenda*

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12. Resolution 2017-196 Claim for Damages- Ashton Mary Carolyn Wieseler
13. May 10<sup>th</sup>, 2017 Commissioners' Meeting Minutes

❖ ***Commissioner Peck moved to approve the Consent Agenda with comment and discussion on items #6, #8, #11, and #12. Commissioner Miller seconded.***

***#6- Commissioner Miller requested clarification of where the retaining wall was being built. Facilities Director Jennifer Wagner stated the work on the wall will be located on the Southwest ramp.***

***#8- Commissioner Peck suggested information of Volunteer Board vacancies is sent out to contacts to assist in filling current and future vacancies.***

***#11- Commissioner Peck commended the Corrections office and Sheriff in obtaining a fair mutual use of Jail Facilities.***



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***#12- Commissioner Peck verified the claim for damages was reviewed by Public Works Director Matt Mahoney.***

***❖ With all items discussed, having a motion and a second, Commissioner Koch asked all in favor and the motion carried.***

Commissioner Koch presented an award of appreciation to Ms. Betty Boston for her many years of service to the Civil Service Board of Franklin County.


**ADJOURN**

With no further business to bring before the Board, the meeting was adjourned at 10:39 a.m.

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

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

  
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Brad Peck, Chair Pro Tem

  
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Rick Miller, Member

**ATTEST:**

  
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Clerk to the Board