



# FRANKLIN COUNTY

## BOARD OF COMMISSIONERS

BRAD PECK  
DISTRICT 1

ROBERT E. KOCH  
DISTRICT 2

RICK MILLER  
DISTRICT 3

---

### AGENDA

#### **Regular Board Meeting Wednesday, August 16, 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 – 9:15 am TRI-CITIES MONITORING INC. SECURITY CONTRACT**  
*Presented by Captain Rick Rochleau (Resolution 2017-246 upon approval)*
- 9:15 am – 9:20 am APPROVAL OF HIRE DEPUTY TREASURER**  
*Presented by Human Resources Director Carlee Nave*
- 9:20 am – 9:25 am STEP 5 ENTRY REQUEST FOR PROMOTION TO ELECTIONS ADMINISTRATOR**  
*Presented by Human Resources Director Carlee Nave*
- 9:25 am – 9:30 am PUBLIC COMMENT**
- 9:30 am – 9:35 am 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 2017-238 Fee for Service Truancy Contract with North Franklin School District
2. Resolution 2017-239 Personal Services Contract between Benton Franklin Counties Juvenile Justice Center and Karyn Oldfield
3. Resolution 2017-240 Personal Services Contract between Benton Franklin Counties Juvenile Justice Center and Michelle Alexander
4. Resolution 2017-241 Grant # 17-46108-03 for the Consolidated Homeless Grant between Benton Franklin Human Services and Washington State Department of Commerce
5. Resolution 2017-242 Inter-budget Transfer from the Contingency Fund to the Capital Outlay Fund for Repairs in the Correction Center
6. Resolution 2017-243 Correction to the 2018 Non-Bargaining Salary Matrix
7. Resolution 2017-244 Local Agency Federal Aid Project Prospectus for County Road Program 609 Basin City Transportation Route Improvement

**9:35 am – 9:55am**

**ADMINISTRATION OFFICE BUSINESS**

1. Restructure and Creation of Planning & Building Division within the Public Works Department and Change in Compensation for the Public Works Director Position. *(Resolution 2017-245 upon approval)*
2. Executive Session RCW 42.30.110 (1) (i) To Discuss with Legal Counsel Potential Litigation

**9:55 am – 10:00 am**

**PUBLIC COMMENT**

**10:00 am**

**ADJOURN**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES  
AUGUST 16, 2017

---

## 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, Auditor Matt Beaton, County Clerk Mike Killian, Prosecuting Attorney Shawn Sant, Sheriff Jim Raymond, Captain Rick Rochleau, Deputy Treasurer Andrew Hicks, Deputy Prosecuting Attorney Teresa Chen, Human Resources Director Carlee Nave, Public Works Director Matt Mahoney, Chief Deputy Auditor Jeff Burckhard, Assistant to Auditor Suleima Guzman, Interim Elections Administrator Ashley Heyen and Clerk to the Board Karin Milham

## PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

## TRI-CITIES MONITORING INC. SECURITY CONTRACT

Captain Rick Rochleau presented Resolution 2017-246 a Security Contract with Tri-Cities Monitoring to the Board.

Captain Rochleau discussed the history of the Security Contracts and what had happened with different companies in the past. He brought the Board up to date as to reasons he felt this was the best choice for the County at this time. Items that were taken into consideration were clarified. Those items consisted of:

- Consistency with personnel
- Personnel are reliable and know the system
- Past Companies were not reliable with billing system
- Past Companies were not responsive to Franklin Counties' needs

❖ *Commissioner Peck moved to approve Resolution 2017-246 a Security Contract with Tri-Cities Monitoring to the Board. Commissioner Miller seconded and the motion carried.*

## APPROVAL TO HIRE DEPUTY TREASURER

Human Resources Director Carlee Nave presented the Board with information regarding a request to hire a Deputy Treasurer-Cashier/Financial Specialist at Grade 11 Step 2.

❖ *The Board was unanimous in their approval of this request.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
AUGUST 16, 2017**

---

**APPROVAL OF ELECTION ADMINISTRATOR**

Human Resources Director Carlee Nave presented the Board with information regarding the hire of an Election Administrator at Grade 16 Step 5.

- ❖ **The Board was unanimous in their approval of this request.**

*Left Blank Intentionally*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
AUGUST 16, 2017**

*Approval of Fund Expenditure Warrants*



**FRANKLIN COUNTY AUDITOR**

Matt Beaton, Auditor

8/16/2017

Franklin County Commissioners:

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

Action: As of this date, 8/16/2017

*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:	00322430	-	00322557	\$588,736.14
EFT Check Numbers:	00000001	-	00000002	5,858.68
				<u>\$594,594.82</u>

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	129,024.20
Auditor O & M	578.91
Election Equipment Revolving	136.05
Boating Safety Fund	5.63
Enhanced 911	134.73
County Roads	9,364.48
Solid Waste	3,607.14
2nd Quarter % Excise Tax Fund	350,000.00
Veteran's Assistance	3,981.01
Ending Homelessness Fund	20,745.58
FC Public Facilities Const Fund	15,000.00
TRAC Operations Fund	33,819.81
Franklin County RV Facility	5,097.01
Motor Vehicle/Public Works	23,100.27

In the amount of

The motion was seconded by

*Beaton*

594,594.82

And passed by a vote of 3 to 0

Reviewed by County Administrator

*Miller*

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

*Maisey Stein*  
Vouchers Audited By:  
Maisey Stein

❖ **Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of August 16, 2017 for payment of payroll totaling \$594,594.82. Commissioner Miller seconded and the motion was carried.**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
AUGUST 16, 2017**

*Salary Clearing and Emergency Management Payroll*

August 16, 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, August 16, 2017 *Raul Ramirez*  
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>Salary Clearing Payroll:</b>		
Net Payroll Checks	00322369-00322399	\$ 25,667.62
Net EFT Payroll Checks	00006300-00006547	394,474.15
Deduction and Contribution Checks	00322406-00322421	296,799.31
	<b>Total</b>	<b>\$ 716,941.08</b>
 <b>Emergency Mgmt Payroll:</b>		
Net EFT Payroll Checks	00006296-00006299	\$ 7,277.78
Deduction and Contribution Checks	00322400-00322405	5,574.77
	<b>Total</b>	<b>\$ 12,852.55</b>
<b>Grand Total All Payrolls</b>		<b>\$ 729,793.63</b>

In the total amount of **\$729,793.63** (\$716,941.08 + \$12,852.55)

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

*Wendy Smith*  
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 and Emergency Management Payroll totaling \$729,793.63. Commissioner Miller seconded and the motion was carried.**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES  
AUGUST 16, 2017

---

## *Approval of Consent Agenda*

1. Resolution 2017-238 Fee for Service Truancy Contract with North Franklin School District
2. Resolution 2017-239 Personal Services Contract between Benton Franklin Counties Juvenile Justice Center and Karyn Oldfield
3. Resolution 2017-240 Personal Services Contract between Benton Franklin Counties Juvenile Justice Center and Michelle Alexander
4. Resolution 2017-241 Grant 17-46108-03 for the Consolidated Homeless Grant between Benton Franklin Human Services and Washington State Department of Commerce
5. Resolution 2017-242 Inter-budget Transfer from the Contingency Fund to the Capital Outlay Fund for Repairs in the Correction Center
6. Resolution 2017-243 Correction to the 2018 Non-Bargaining Salary Matrix
7. Resolution 2017-244 Local Agency Federal Aid Project Prospectus for County Road Program 609 Basin City Transportation Route Improvement

❖ *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 Resolution 2017-245, a restructure and creation of Planning & Building Division within the Public Works department and change in compensation for the Public Works Director position.

❖ *Commissioner Peck moved to approve Resolution 2017-245 Restructure of Planning and Building Department and Public Works Department. Commissioner Miller seconded and the motion carried.*

County Administrator Keith Johnson updated the Commissioners on the information that was gathered by the County Engineer in regards to the speeding problem on Wernett Road. Public Works Director Matt Mahoney and County Engineer Craig Erdman have suggested installing a solar powered speed sign. This has proved to be an effective tool in other areas and would not pose an additional problem that speed bumps could bring to the area. Sheriff Raymond will work with the Mr. Mahoney on the placement of both signs.



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
AUGUST 16, 2017**

---

**EXECUTIVE SESSION RCW 42.30.110 (1) (i) To Discuss with Legal Counsel Potential Litigation**

Commissioner Koch recessed into Executive Session at 10:07 a.m., for discussion regarding a potential litigation matter. Discussion was anticipated to last approximately twenty minutes.

Commissioner Koch reconvened the Regular meeting at 10:28 a.m., announcing Executive Session would be extended for an additional ten minutes.

**RECONVENE**

Commissioner Koch reconvened the Regular meeting at 10:42 a.m. No action was taken.


In regards to the discussion that was taken in Executive Session pertaining to a claim for compensation. All three Commissioners were in consensus of taking public action to deny the claim. Commissioner Koch asked Prosecuting Attorney Shawn Sant to prepare correspondence consistent with the Board's recommendations.

Commissioner Koch presented the Insurance deductibles that Risk Pool had given him. Commissioner Peck suggested that Prosecuting Attorney Shawn Sant and the Risk Management team look into what was being presented and give their input before he makes a decision on the matter.

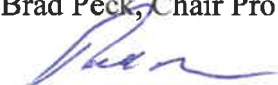
**ADJOURN**

With no further business to bring before the Board, the meeting was adjourned at 10:47 a.m.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

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

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

  
\_\_\_\_\_  
Rick Miller, Member

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