



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

AGENDA

Regular Board Meeting and Public Hearing Wednesday, October 25, 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 PUBLIC HEARING**
PUBLIC WORKS DECLARING SURPLUS OF COUNTY OWNED PROPERTY (*Resolution 2017-320 upon approval*)
Presented by Public Works Director Matt Mahoney
- 9:15 am – 9:30 am FRANKLIN COUNTY NOXIOUS WEED BOARD 2018 BUDGET**
Presented by Program Coordinator Todd Harris
(Resolution 2017-321 upon approval)
- 9:30 am – 9:45 am MIRROR MINISTRIES**
Presented by Executive Director Trisha MacFarlan
- 9:45am – 9:55 am EMPLOYEE SERVICE AWARDS POLICY**
Presented by Human Resources Director Carlee Nave
(Resolution 2017-309 upon approval)
*** Brought back from 10-18-2017 with revisions**
- 9:55 am – 10:00 am PUBLIC COMMENT**
- 10:00 am – 10:05 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. National Adoption Day Proclamation
2. August 23, 2017 Commissioners' Meeting Minutes
3. September 20, 2017 Commissioners' Meeting Minutes
4. October 4, 2017 Commissioners' Meeting Minutes

10:05 am – 10:15am ADMINISTRATION OFFICE BUSINESS
 1. Office Business
 2. Executive Session (if necessary)

10:15 am – 10:20 am PUBLIC COMMENT

10:20 am ADJOURN



FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
AND PUBLIC HEARING
OCTOBER 25, 2017

CALL TO ORDER

Commission Chairman Robert Koch called the Franklin County Commissioners' Regular Board Meeting and Public Hearing 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 and Member Rick Miller
Chair Pro Tem Brad Peck was absent.

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Human Resources Director Carlee Nave, Chief Deputy Assessor Piper Mitchell, Chief Appraiser Peter McEnderfer Weed Board Program Coordinator Todd Harris, Weed Board Office Manager Betsy Crysel, Crime Victim Coordinator Tina Carmona, Amy Finke, Cal Hernandez, Systems Administrator Patty Severns, and Clerk to the Board Karin Milham

PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

PUBLIC HEARING

PUBLIC WORKS DECLARING SURPLUS OF COUNTY OWNED PROPERTY

Public Works Director Matt Mahoney worked with Sheriff Jim Raymond and Assessor Steve Marks to determine which County owned items would be declared as surplus and sent to auction for their disposal. There are seven vehicles from Public Works and four vehicles from Sheriff's office that will be sent to auction. Auction will take place on Saturday, November 4, 2017 at Booker Auction 31 Eltopia, West Road Eltopia, Washington.

Commissioner Koch recessed into a Public Hearing at 9:02a.m., to hear testimony regarding authorization for Franklin County Public Works Department's Declaration of Surplus Equipment/Items and Disposal Approval.

With no further testimony from the public, Commissioner Koch closed the Public Hearing and reconvened the regular meeting at 9:04 a.m.

❖ *Commissioner Miller moved to approve Resolution 2017-321, Authorization for Franklin County Public Works Department's Declaration of Surplus Vehicles and Disposal Approval. Commissioner Koch seconded and the motion carried.*

FRANKLIN COUNTY NOXIOUS WEED CONTROL BOARD 2018 BUDGET AND YEAR END REVIEW

Noxious Weed Control Board Coordinator Todd Harris presented the Board with review of the 2017 year and 2018 budget.



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In the past year 3079 miles of roadside spraying have taken place twice. Mr. Harris has used a new mixture that has been successful with Russian thistle. Tack weed has been kept under control except in areas that are irrigated, as the water dilutes the application.

A brief discussion of the budget, employees, and salaries were discussed.

- ❖ *Commissioner Miller moved to approve Resolution 2017-321, the adoption of 2018 budget for the Franklin County Noxious Weed Control Board. Commissioner Koch seconded and the motion carried.*

MIRROR MINISTRIES

Executive Director Trisha MacFarlan presented the Board with an update on the progress of Mirror Ministries and their efforts to work with other sources to assist the victims of human trafficking. Ms. McFarlan displayed a PowerPoint presentation with statistics from the Tri-Cities area.

Mirror Ministries is a local 501c3 nonprofit working with victims of human trafficking and we are an active member of Tri-Cities Coalition Against Trafficking. Mirror Ministries' mission is to respond to domestic sex trafficking with the love of Christ through local intervention, education, restoration, and aftercare.

Our current caseload averages 30 active clients per month. We also see an average of 5 new clients calling in on the hotline each month. Out of September's 32 active clients, 11 of them were Franklin County residents. Franklin County Prosecutor's Office and Pasco Police Department have enacted protocols and received training to help us serve these victims better. We are encouraged by their desire to always strive towards best practices for our community and look forward to continuing to partner with them. Having an advocate alongside a victim of sex trafficking from the beginning is considered 'best practice' for both their welfare and the potential of gaining evidence to prosecute their offenders and traffickers.

EMPLOYEE SERVICE AWARDS POLICY

Human Resources Director Carlee Nave presented the Board with a revised resolution as instructed by the Commissioners in the October 18, 2017 meeting.

During the meeting, Board members expressed a desire to discontinue the safe driving awards because they are not accessible to all job categories, as well as the attendance awards due to the non-compliance with upcoming legislation. The Board directed HR to draft an updated policy preserving the length of service component of the awards program and addressing some of the administrative concerns raised.



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- ❖ *Commissioner Miller moved to approve Resolution 2017-309, adopting the Employee Service Awards Policy. Commissioner Koch seconded and the motion carried.*

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, 10/25/2017

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:	00325360	-	00325558	\$1,161,700.17
				\$1,161,700.17

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	1,031,676.93
Supplemental Preservation Fund	900.00
Election Equipment Revolving	139.19
Treasurer O & M	210.00
Crime Victims/Witness Assist	2,816.66
Courthouse Facilitator Program	1,275.00
Trial Court Improvement Fund	477.96
Jail Commissary	1,424.90
Enhanced 911	69.00
County Roads	22,043.61
Solid Waste	21,710.82
Law Library	11,357.13
Ending Homelessness Fund	11,247.76
Affordable Housing Fund	849.59
TRAC Operations Fund	24,224.03
Motor Vehicle/Public Works	19,886.95
Fr. Co. Unemployment Trust	11,390.64

In the amount of 1,161,700.17

The motion was seconded by

And passed by a vote of 2 to 0

Reviewed by County Administrator

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

Vouchers Audited By:
Malsey Stein

- ❖ *Commissioner Miller moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of October 25, 2017 for payment totaling \$1,161,700.17. Commissioner Koch seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
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Salary Clearing and Emergency Management Payroll

October 25, 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, October 25, 2017  move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00324838-00324851	\$ 12,685.86
Net EFT Payroll Checks	00007464-00007704	395,684.80
Deduction and Contribution Checks	00324874-00324889	292,224.30
	Total	\$ 700,594.96
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00007460-00007463	\$ 7,279.59
Deduction and Contribution Checks	00324832-00324837	5,569.72
	Total	\$ 12,849.31
	Grand Total All Payrolls	\$ 713,444.27

In the total amount of **\$713,444.27** (\$700,594.96 + \$12,849.31)

The motion was seconded by  and passed by a vote of 2 to 9.


The attached payroll has been approved by Auditor or Deputy


Payroll Prepared by Raul Ramirez

❖ **Commissioner Miller moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$713,444.27. Commissioner Koch seconded and the motion carried.**



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Approval of County Roads and Motor Vehicle Payroll



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

October 25, 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, October 25, 2017
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Net Payroll Checks	00325064-00325066	\$ 2,424.14
Net EFT Payroll Checks	00007705-00007738	44,271.24
Deduction and Contribution Checks	00325068-00325080	77,376.01
	Total	<u>\$ 124,071.39</u>
 Motor Vehicle		
Net Payroll Checks	00325067	\$ 1,375.41
Net EFT Payroll Checks	00007739-00007743	5,330.84
Deduction and Contribution Checks	00325081-00325089	12,719.93
	Total	<u>\$ 19,426.18</u>
Grand Total All Payrolls		<u>\$ 143,497.57</u>

In the total amount of **\$143,497.57** (\$124,071.39 + \$19,426.18)

The motion was seconded by and passed by a vote of 2 to 0.

The attached payroll has been approved by Auditor or Deputy

Payroll Prepared By Raul Ramirez

❖ *Commissioner Miller moved to approve County Roads and Motor Vehicle Payroll totaling \$143,497.57. Commissioner Koch seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
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**REGULAR MEETING MINUTES
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OCTOBER 25, 2017**

Approval of Consent Agenda

1. Resolution 2017-322 National Adoption Day Proclamation
2. August 23, 2017 Commissioners' Meeting Minutes
3. September 20, 2017 Commissioners' Meeting Minutes
4. October 4, 2017 Commissioners' Meeting Minutes

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

Commissioner Koch announced a Bi-County Meeting on November 28, 2017 at 1:30. It will be held at the Benton County Justice Center.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 10:19 a.m.


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



Brad Peck, Chair



Rick Miller, Chair Pro Tem



Robert Koch, Member

ATTEST:



Clerk to the Board

Approved and signed 1-10-2018