



# 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 Wednesday, November 29, 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**       **BID OPENING 609 BASIN CITY ALTERNATIVE  
TRANSPORTATION ROUTE IMPROVEMENT PROJECT**  
*Presented by Public Works Director Matt Mahoney*
- 9:10 am – 9:20 am**       **FRANKLIN COUNTY VACATION POLICY**  
*Presented by Human Resources Director Carlee Nave  
(Resolution 2017-345 upon approval)*
- 9:20 am – 9:30 am**       **COUNTY'S INTENT TO REIMBURSE CERTAIN RELATED  
CAPITAL EXPENDITURES WITH BOND PROCEEDS**  
*Presented by County Administrator Keith Johnson  
(Resolution 2017-346 upon approval)*
- 9:30 am – 9:35 am**       **PUBLIC COMMENT**
- 9:35 am – 9:40 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 2017-347 2018 Bi-County Percentage Rates for Superior Court Budgets
2. Resolution 2017-348 2018 Bi-County Percentage Rates for Adult and Juvenile Court Programs
3. Resolution 2017-349 2018 Bi-County IT Interlocal Agreement
4. Resolution 2017-350 Interpreter Reimbursement Agreement IAA18668 with Administrative Office of the Courts
5. Resolution 2017-351 Agreement Regarding Jury Panels for Municipal Court
6. Resolution 2017-352 Personal Services Contract with Ruegsegger Polygraph Services 2018-2019
7. Resolution 2017-353 Personal Services Contract with Tri-Cities Chaplaincy 2018-2019
8. Resolution 2017-354 Interagency Agreement IAA18657 with Administrative Office of Courts 2018-2019 Interpreter
9. Resolution 2017-355 Grant Agreement 2017-HHAA-DVS between Benton Franklin Counties Department of Human Services and Domestic Violence Services
10. Resolution 2017-356 Bi-County Non-Bargaining Employee Insurance Benefits and Increase of Wages for 2018
11. November 8, 2017 Commissioners' Meeting Minutes
12. November 20, 2017 Commissioners' Meeting Minutes

**9:40 am – 9:45 am      ADMINISTRATION OFFICE BUSINESS**

1. Office Business
  - a. Discussion of Budget Balancing Items
  - b. Coalition End of Year PILT-SRS Letter
2. Executive Session (if necessary)

**9:45 am – 9:50 am      PUBLIC COMMENT**

**9:50 am                      ADJOURN**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

COMMISSIONERS' MEETING MINUTES  
NOVEMBER 29, 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 Alex Ekstrom, Superior Court Administrator Patricia Austin, Sheriff Jim Raymond, Public Works Director Matt Mahoney, County Engineer Craig Erdman, Human Resources Director Carlee Nave, Director of Finance Thomas C. Westerman, Accounting Supervisor Tim Anderson and Clerk of the Board Karin Milham

## PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

## BID OPENING 609 BASIN CITY ALTERNATIVE TRANSPORTATION ROUTE IMPROVEMENT PROJECT

Public Works Director Matt Mahoney opened the single bid entry for CRP 609 Basin City Alternative Transportation Route Improvement.

- Capstone Structures, LLC. Quincy, Washington for a total price of one hundred four thousand two hundred eighty eight dollars and no cents (\$104,288.00) excluding sales tax.

## FRANKLIN COUNTY VACATION POLICY

Presented by Human Resources Director Carlee Nave presented the Board with an update of an existing vacation policy.

- ❖ *Commissioner Peck moved to approve Resolution 2017-345 Franklin County Vacation Policy. Commissioner Miller seconded and the motion carried.*

## COUNTY'S INTENT TO REIMBURSE CERTAIN RELATED CAPITAL EXPENDITURES WITH BOND PROCEEDS

- ❖ *Commissioner Peck moved to approve Resolution 2017-346, declaring the County's intent to reimburse certain related Capital Expenditures with bond proceeds. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**COMMISSIONERS' MEETING MINUTES  
NOVEMBER 29, 2017**

**OFFICE BUSINESS**

*Approval of Fund Expenditure Warrants*

11/29/2017

**Franklin County Commissioners:**

Vouchers audited and certified by the auditing officer by RCW 42.24.090, expense reimbursement claims.

Action: As of this date, 11/29/2017 Reuben

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: 00326670 - 00326886 \$800,243.53

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$233,100.99
ELECTION EQUIP REVOLVING	\$219.56
TREASURER O & M	\$547.60
JAIL COMMISSARY	\$3,581.95
DARE FUND SHERIFF	\$605.25
ENHANCED 911	\$3,286.49
COUNTY ROADS	\$457,269.26
LAW LIBRARY	\$6,324.18
VETERAN'S ASSISTANCE	\$380.00
ENDING HOMELESSNESS	\$16,956.72
DISTRESSED CNTY LTGO DS	\$10,000.00
TRAC RENEWAL AND REPLACE	\$2,862.29
TRAC OPERATIONS	\$41,409.18
FRANKLIN COUNTY RV PARK	\$6,055.05
MOTOR VEHICLE	\$17,645.01

In the amount of: \$800,243.53

The motion was seconded by: Reuben

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: Lawrence

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

Vouchers Audited By:  
Malsey Stein

1016 North 4<sup>th</sup> Avenue, A208, Pasco, WA 99301 | (509) 545-3502 | fax (509) 543-2995  
www.co.franklin.wa.us/auditor

❖ **Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of November 29, 2017 for payment totaling \$800,243.53. Commissioner Miller seconded and the motion was carried.**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**COMMISSIONERS' MEETING MINUTES  
NOVEMBER 29, 2017**

*Approval of County Roads and Motor Vehicle Payroll*

November 29, 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, November 29, 2017  
move that the following warrants be approved for payment.

*Bruce Peck*

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Roads</b>		
Net Payroll Checks	00326628-00326630	\$ 3,443.05
Net EFT Payroll Checks	00008590-00008623	50,943.04
Deduction and Contribution Checks	00326887-00326890	35,829.81
	<b>Total</b>	<b>\$ 90,215.90</b>
 <b>Motor Vehicle</b>		
Net Payroll Checks	00326631	\$ 1,400.53
Net EFT Payroll Checks	00008624-00008628	6,558.38
Deduction and Contribution Checks	00326891-00326892	5,332.38
	<b>Total</b>	<b>\$ 13,291.29</b>
<b>Grand Total All Payrolls</b>		<b>\$ 103,507.19</b>

In the total amount of **\$103,507.19** (\$90,215.90 + \$13,291.29)

The motion was seconded by *[Signature]* and passed by a vote of 3 to 0.

The attached payroll has been approved by Auditor or Deputy

Payroll Prepared By *[Signature]* Raul Ramirez

1016 North 4<sup>th</sup> Avenue\*P.O. Box 1451\*Pasco, WA 99301\*(509) 545-3502\*fax (509) 543-2995  
www.co.franklin.wa.us

❖ **Commissioner Peck moved to approve County Roads and Motor Vehicle Payroll totaling \$103,507.19. Commissioner Miller seconded and the motion was carried.**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

COMMISSIONERS' MEETING MINUTES  
NOVEMBER 29, 2017

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## *Approval of Consent Agenda*

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❖ *Commissioner Peck moved to approve the Consent Agenda with discussion on #2. Commissioner Miller seconded and after brief discussion the motion carried.*

## ADMINISTRATION BUSINESS

- County Administrator Keith Johnson presented a letter that was collectively written in regards to the Payments In Lieu of Taxes- PILT and Secure Rural Schools- Programs. Franklin County Commissioners approved and signed the letter of support.
- County Administrator Keith Johnson, Director of Finance Thomas C. Westerman and Accounting Supervisor Tim Anderson presented the Board with a summary of the 2018 Budget.



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**COMMISSIONERS' MEETING MINUTES  
NOVEMBER 29, 2017**

The Commissioners reviewed the summary and thanked Mr. Johnson, Mr. Westerman and Mr. Anderson for doing a great job on collecting, modifying and organizing the budget for 2018.

Mr. Johnson invited staff to meet with him to discuss any adjustments that may need to be made prior to submittal of the final budget.

- All Commissioners are in agreement to move forward with:
  - a. Substantial need to set the 2018 Property tax Levy limit at one percent
  - b. Setting the 2018 Levy amount for Franklin County Road Department

**ADJOURN**

With no further business to bring before the Board, the meeting was adjourned at 11:02 a.m.

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

Handwritten signature of Brad Peck in blue ink.

Brad Peck, Chair

Handwritten signature of Rick Miller in blue ink.

Rick Miller, Chair Pro Tem

Handwritten signature of Robert Koch in blue ink.

Robert Koch, Member

**ATTEST:**

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

Approved and signed 1-10-2018