



# 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, December 20, 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**        **OVERVIEW OF THE HANFORD COMMUNITIES 2017 ACTIVITIES**  
*Presented by Pam Larsen*
- 9:15 am – 9:30 am**        **EMPLOYEE BENEFITS ADMINISTRATION SYSTEM**  
*Presented by Human Resources Director Carlee Nave and Conover Insurance Representative Dave Gyll*
- 9:30 am – 9:40 am**        **2017 MOSQUITO CONTROL REVIEW AND 2018 BUDGET**  
*Presented by Mosquito Control Director David Dorsett*
- 9:40 am – 9:45 am**        **PUBLIC COMMENT**
- 9:45 am – 9:50 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 2017-379 Termination of Public Works Contract with Heritage Professional Landscaping
2. Resolution 2017-380 Termination of Public Works Contract with Senske Lawn and Tree Care
3. Resolution 2017-381 Grant Agreement 2018-HHAA-SHCN between Benton Franklin Counties Human Services and Safe Harbor Crisis Nursery
4. Resolution 2017-382 Purchase of Benton Franklin Transit Bus Passes for Benton Franklin Human Services Clients
5. Resolution 2017-383 Reappointing Kim Empey to the Franklin County Mosquito Control District Board of Trustees
6. Resolution 2017-384 2018 Renewal with Century Link for Franklin County E911
7. Resolution 2017-385 2018-2020 Appraisers Collective Bargaining Agreement
8. Resolution 2017-386 Amendment to Interlocal Agreement between Franklin County Prosecuting Attorney and Connell for Prosecution Service
9. Resolution 2017-387 Amendment to Interlocal Agreement between Franklin County and Connell for District Court Services
10. Resolution 2017-388 Final Approval on Subdivision 2017-01 Lamb
11. Resolution 2017-389 Final Approval of Subdivision 2017-02 Burns
12. Resolution 2017-390 Local Agency Real Estate Professional Agreement Supplemental #2 Universal Field Services- CRP 602
13. Resolution 2017-391 Supplement Agreement No 2 A&E Professional Services for CRP 614 project between J-U-B Engineers and Franklin County
14. Resolution 2017-392 Local Agency Real Estate Professional Services for CRP 605 Pasco -Kahlotus Road Construction with Universal Field Services
15. December 6, 2017 Commissioners' Meeting Minutes

**9:50 am – 10:00 am      ADMINISTRATION OFFICE BUSINESS**

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

**10:00 am – 10:05 am      PUBLIC COMMENT**

**10:05 am                      ADJOURN**



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES  
DECEMBER 20, 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, Human Resources Director Carlee Nave, Human Resources Generalist Eric Wyant, Mosquito Control Director David Dorsett and Clerk to the Board Karin Milham

## PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

## OVERVIEW OF THE HANFORD COMMUNITIES 2017 ACTIVITIES

Hanford Communities Representative Pam Larsen presented the Board with an overview of the 2017 year.

- Hanford Communities is currently developing an agenda for the 2018 year
- Received an Ecology Contract -\$100,000- shift to state fiscal year
- Cable television programs and videos available on EM website
- Speakers Bureau was very successful with 56 contacts in Washington and Oregon
- 3 Newsletters distributed with hyper link to documents referenced
- Progress reports given on Central Plateau, River Corridor Cleanup, Groundwater, K Basin Sludge removal, 618-10 Burial Ground, and Purex Tunnel Collapse
- Environmental Program focused on a 45 day initiative that would list work projects that require the least amount of time to complete
- B Reactor Preservation and Heritage Tourism are being improved each year

## EMPLOYEE BENEFITS ADMINISTRATION SYSTEM

Conover Insurance Representative Dave Gyll and Human Resources Director Carlee Nave presented information on the Employee Benefits Administration System. Since 2011, Franklin County has had free access to a benefits administration system as an add-on benefit to the Life and Disability products offered through LifeMap. The system, previously called myStro and now called Coordinates, is a Selerix product. We have been notified by LifeMap that effective December 31, 2017, their relationship with Selerix is ending which means Coordinates will no longer be available as an add-on benefit through LifeMap.

Ms. Nave and Mr. Gyll recommend a move to GIS - Benefits Connect which can be included as an add-on benefit to Life and Disability products through Lincoln Financial.



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This move will result in no change to existing employee benefits as Lincoln Financial has agreed to match all current benefits and rates offered now through LifeMap. The only benefits change will be a slight change to spouse benefits for new employees hired after January 1, 2018.

- ❖ *All Commissioners were in consensus to allow Ms. Nave to move forward with GIS- Benefits Connect as recommended.*

**2017 MOSQUITO CONTROL REVIEW AND 2018 BUDGET**

Mosquito Control Director David Dorsett presented an overview of the 2017 year, as well as the 2018 budget. Highlights of items discussed for the 2017 year:

- Mosquito Control Activity
- Surveillance Activity
- Continuing to obtain permit for Army Corps of Engineers to legally treat their properties
- Current status with "National Pollutant Discharge General Permit" expires 12-31-2019
- Attended four day American Mosquito Control Association training in San Diego, California as well as Northwest Mosquito Vector Control Association in Whitefish, Montana
- Larviciding/Surveillance Database near completion
- Information on District Contracts with Lamb Weston
- Current Mosquito Control Products being used
- Balance of the Emergency/Contingency Fund
- Presentation of the 2018 Budget Summary

Mr. Dorsett also discussed retiring 2 pickup trucks this coming year and then attaining 2 four-wheel drive pickup trucks for replacement. He would like to start a rotation on vehicles to obtain the best price and trade-in. Trade-ins are rated better if done before the sixth year of ownership.

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**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
DECEMBER 20, 2017**

**OFFICE BUSINESS**

*Approval of Fund Expenditure Warrants*



**FRANKLIN COUNTY AUDITOR**

Matt Beaton, Auditor

12/20/2017

Franklin County Commissioners:

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

Action: As of this date, 12/20/2017

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:	00327390	-	00327911	\$531,310.65
EFT Check Numbers:	00000019	-	00000021	15,258.03
				<u>\$546,568.68</u>

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	347,959.67
Auditor O & M	1,195.80
Treasurer O & M	110.00
Crime Victims/Witness Assist	68.04
Courthouse Facilitator Program	560.00
Boating Safety Fund	1.20
Jail Commissary	26.81
Dare Fund Sheriff	27.43
Enhanced 911	132.71
County Roads	46,049.17
Solid Waste	368.80
Law Library	7,239.56
Veteran's Assistance	3,206.81
Ending Homelessness Fund	20,730.45
TRAC Renewal & Replacement Fund	246.16
TRAC Operations Fund	65,744.86
Franklin County RV Facility	13,391.04
Motor Vehicle/Public Works	39,510.17

In the amount of

The motion was seconded by

And passed by a vote of 3 to 0

Reviewed by County Administrator

546,568.68

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

Vouchers Audited By:  
Malsey Stein

❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of December 20, 2017 for payment totaling \$546,568.68. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
DECEMBER 20, 2017**

*Salary Clearing and Emergency Management Payroll*

December 20, 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, December 20, 2017 Burdick  
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	00327289-00327305, 00327306	\$ 12,193.83
Net EFT Payroll Checks	00008677-00008925	405,991.46
Deduction and Contribution Checks	00327308-00327323	288,170.79
	<b>Total</b>	<b>\$ 706,356.08</b>
<b>Emergency Mgmt Payroll:</b>		
Net EFT Payroll Checks	00008633-00008636	\$ 6,249.99
Deduction and Contribution Checks	00327282-00327288	5,193.10
	<b>Total</b>	<b>\$ 11,443.09</b>
<b>Grand Total All Payrolls</b>		<b>\$ 717,799.17</b>

In the total amount of **\$717,799.17** (\$706,356.08 + \$11,443.09)

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

Max Beal  
The attached payroll has been approved by Auditor or Deputy

Raul Ramirez  
Payroll Prepared by 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 Salary Clearing Payroll and Emergency Management Payroll totaling \$717,799.17. Commissioner Miller seconded and the motion carried.**





**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
DECEMBER 20, 2017**

*Approval of County Roads and Motor Vehicle Payroll*

December 20, 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, December 20, 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	00327263-00327265	\$ 3,546.40
Net EFT Payroll Checks	00008642-00008676	48,222.82
Deduction and Contribution Checks	00327266-00327268, 00327270-00327277	43,030.72
Deduction and Contribution Checks	00327388-00327389	12.00
	<b>Total</b>	<b>\$ 94,811.94</b>
 <b>Motor Vehicle</b>		
Net Payroll Checks	00327262	\$ 1,334.18
Net EFT Payroll Checks	00008637-00008641	6,296.09
Deduction and Contribution Checks	00327278-00327281	5,814.26
	<b>Total</b>	<b>\$ 13,444.53</b>
<b>Grand Total All Payrolls</b>		<b>\$ 108,256.47</b>

In the total amount of **\$108,256.47** (\$94,811.94 + \$13,444.53)

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

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 \$108,256.47. Commissioner Miller seconded and the motion carried.**



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

**REGULAR MEETING MINUTES**  
**DECEMBER 20, 2017**

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*Approval of Consent Agenda*

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





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Commissioner Miller would like to look at the Open Bargaining agreement in the future.


**ADJOURN**

With no further business to bring before the Board, the Meeting was adjourned at 10:53 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