



Keith Johnson
County Administrator

BOARD OF COMMISSIONERS
FRANKLIN COUNTY
WASHINGTON

BRAD PECK
District 1

ROBERT KOCH
District 2

RICK MILLER
District 3

AGENDA
Regular Board Meeting
Tuesday, February 6, 2018

Franklin County Courthouse, Commissioners' Meeting Room
1016 North Fourth Avenue, Pasco, Washington

This is a preliminary agenda. Discussion items may be added, deleted or modified. Public hearings will not start earlier than the advertized time. Other agenda times are approximate and provided to aid in planning.

9:00 am CALL TO ORDER and PLEDGE OF ALLEGIANCE

9:00 am – 9:05 am PUBLIC COMMENT

9:05 am – 9:10 am OFFICE BUSINESS

1. Approval of Payroll Rosters
2. Approval of Warrant Registers
3. Approval of Consent Agenda

1. Resolution 2018-037 Personal Services Contract for Court Certified Spanish Interpreting Services for Franklin County Superior Court
2. Resolution 2018-038 Food Agreement between Franklin County Sheriff's Office and Summit Food Service
3. Resolution 2018-039 Professional Services Agreement PSA-17-18-WISE Washington Initiative for Supported Employment and Benton-Franklin Counties to Provide Developmental Disabilities Training
4. Resolution 2018-040 Continued Contract with Joe Griffin, for Investigative Services for the Office of Public Defense
5. Resolution 2018-041 Intra-Budget Transfer within the 2017 Planning and Building Department, Number 1130
6. Resolution 2018-042 Uncollectable Personal Property Tax Submitted to the Board of County Commissioners for Cancellation in the Amount of \$3,408.92
7. January 30, 2018 Commissioners' Meeting Minutes

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

1. Office Business
2. Executive Session

- RCW 42.30.110 (1) (i), to discuss with legal counsel: Matters relating to agency enforcement actions; Litigation or potential litigation.
- RCW 42.30.110 (1) (g), to evaluate qualifications of applicant for employment or review performance of public employee.

Compensation Change for Assistant Public Works Director-County Engineer Position, Resolution 2018-043. Presented by Human Resources Director Carlee Nave

Compensation Change for Professional Land Surveyor Position, Resolution 2018-044. Presented by Human Resources Director Carlee Nave

9:50 am – 9:55 am PUBLIC COMMENT

9:55 am ADJOURN



FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
FEBRUARY 6, 2018

This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.

CALL TO ORDER

Commission Chairman Brad Peck 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 Brad Peck, Chair Pro Tem Rick Miller and Member Robert Koch

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Superior Court Administrator Pat Austin, Human Resources Director Carlee Nave, Chief Deputy Prosecutor Jennifer Johnson, Chief Deputy Treasurer Andrew Hicks, Assistant to the Administrator Sherrie Young, Public Works Administrative Assistant Laura Stark, Human Resources Generalist Eric Wyant, and Clerk of the Board Karin Milham

PLEDGE OF ALLEGIANCE

Commissioner Peck led the Pledge of Allegiance

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**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 6, 2018**

OFFICE BUSINESS

Approval of Fund Expenditure Warrants

02/06/2018

Franklin County Commissioners:

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

Action: As of this date, 02/06/2018 *P. P. Koch*

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: 00329537 - 00329668 \$219,738.23

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$120,522.55
CRIME VICTIMS WITNESS	\$1,256.85
JAIL COMMISSARY	\$2,032.74
COUNTY ROADS	\$21,204.30
ENDING HOMELESSNESS	\$9,728.52
CAPITAL PROJECTS FUND	\$24,999.94
TRAC OPERATIONS	\$22,085.39
FRANKLIN COUNTY RV PARK	\$3,411.01
MOTOR VEHICLE	\$14,496.93

In the amount of: \$219,738.23

The motion was seconded by: *P. Miller*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *Scott*

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

Vouchers Audited By: *Maisey Stein*
Maisey Stein

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

❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of February 6, 2018 for payment totaling \$219,738.23. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 6, 2018**

Salary Clearing and Emergency Management Payroll

February 6, 2018

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, February 6, 2018
move that the following warrants be approved for payment.



<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00329503-00329513	\$ 7,308.19
Net EFT Payroll Checks	00009790-00010041	410,811.72
Deduction and Contribution Checks	00329515-00329533	551,627.41
	Total	\$ 969,747.32
Emergency Mgmt Payroll:		
Net Payroll Checks	329323	675.40
Net EFT Payroll Checks	00009787-00009789	\$ 5,898.91
Deduction and Contribution Checks	00329324-00329339	12,157.70
	Total	\$ 18,732.01
	Grand Total All Payrolls	\$ 988,479.33

In the total amount of **\$988,479.33** (\$969,747.32 + \$18,732.01)

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 4th Avenue*P.O. Box 1451*Pasco, WA 99301*(509) 545-3502*fax (509) 543-2995
www.co.franklin.wa.us

❖ *Commissioner Koch moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$988,479.33. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 6, 2018**

Approval of County Roads and Motor Vehicle Payroll

February 6, 2018

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, February 6, 2018
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Net Payroll Checks	00329534-00329535	\$ 2,604.71
Net EFT Payroll Checks	00010042-00010076	50,589.79
Deduction and Contribution Checks	00329675-00329682	40,964.69
	Total	<u>\$ 94,159.19</u>
 Motor Vehicle		
Net Payroll Checks	00329536	\$ 1,387.88
Net EFT Payroll Checks	00010077-00010082	7,274.41
Deduction and Contribution Checks	00329683-00329686	6,828.98
	Total	<u>\$ 15,491.27</u>
 Grand Total All Payrolls		 <u>\$ 109,650.46</u>

In the total amount of **\$109,650.46** (\$94,159.19 + \$15,491.27)

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 4th Avenue*P.O. Box 1451*Pasco, WA 99301*(509) 545-3502*fax (509) 543-2995
www.co.franklin.wa.us

❖ *Commissioner Koch moved to approve County Roads and Motor Vehicle Payroll totaling \$109,650.46. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 6, 2018**

Approval of Consent Agenda

1. Resolution 2018-037 Personal Services Contract for Court Certified Spanish Interpreting Services for Franklin County Superior Court
2. Resolution 2018-038 Food Agreement between Franklin County Sheriff's Office and Summit Food Service
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7. January 30, 2018 Commissioners' Meeting Minutes

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

EXECUTIVE SESSION

RCW 42.30.110 (1) (i), to discuss with legal counsel: Matters relating to agency enforcement actions; Litigation or potential litigation.

Commissioner Peck recessed into Executive Session at 9:06 a.m., to discuss with legal counsel: Matters relating to agency enforcement actions; Litigation or potential litigation. Executive Session was anticipated to last twenty minutes. Sheriff Jim Raymond and Chief Deputy Prosecuting Attorney Jennifer Johnson were invited to stay for the session.

RECONVENE

Commissioner Peck reconvened the Regular Meeting at 9:29 a.m. with no action taken.

EXECUTIVE SESSION

RCW 42.30.110(1) (g), to evaluate qualification of applicant for employment or review performance of public employee

Commissioner Peck recessed into Executive Session at 9:31a.m., to evaluate qualification of applicant for employment or review performance of public employee. Executive Session was anticipated to last twenty minutes. Human Resources Director Carlee Nave and Public Works Administrative Assistant Laura Stark were invited to stay for the session.

RECONVENE

Commissioner Peck reconvened the Regular Meeting at 9:52 a.m. with no action taken.



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 6, 2018**

- ❖ *Commissioner Miller moved to approve Compensation Change for Assistant Public Works Director/County Engineer Position, Resolution 2018-043. Commissioner Koch seconded and the motion carried.*
- ❖ *Commissioner Koch moved to approve Compensation Change for Professional Land Surveyor Position, Resolution 2018-044. Commissioner Miller seconded and the motion carried.*
- ❖ *Commissioner Koch moved to approve the Board Chairman to sign the personnel action forms for a Step 5 placement for Mr. Erdman and Mr. Christensen. All in favor.*

COMMISSIONER BUSINESS

- Commissioner Miller attended a Tri-City Metro Drug Task Force meeting this past week and will attend another this week. A brief update on the funds available and the preliminary formula for cost split between Benton and Franklin Counties.
- Commissioner Peck met with the TRAC Director Tom French to assess the maintenance and possible improvements Mr. French would like to introduce to the facility.
- Commissioner Koch mentioned that Clay White a Principle Planner with LDC, Inc. offered his assistance in the absence of Franklin County's Planner if needed.
- Commissioner Peck gave a brief update on the meetings he attended in Olympia with House and Senate Representatives.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 10:24 a.m.

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



Brad Peck, Chair



Rick Miller, Chair Pro Tem



Robert Koch, Member

ATTEST:



Karin Melham
Clerk of the Board

Approved and signed 2-20-2018