



BOARD OF COMMISSIONERS
FRANKLIN COUNTY
WASHINGTON

BRAD PECK
District 1

ROBERT KOCH
District 2

RICK MILLER
District 3

Keith Johnson
County Administrator

AGENDA

Regular Board Meeting Tuesday, July 31, 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 advertised time. Other agenda times are approximate and provided to aid in planning.

- 9:00 AM Call to Order and Pledge of Allegiance**
- 9:02 AM Approval of Minutes** June 24, 2018 Commissioners' Meeting Minutes
- 9:05 AM Proposed Text Amendment to the Franklin County Code**
Presented by AHBL Personal Services Contractor Nicole Stickney
(Ordinance 5-2018 upon approval)
- 9:15 AM Comprehensive Plan Periodic Update Project Status Review**
Presented by AHBL Personal Services Contractor Nicole Stickney
- 9:45 AM Deviation Request from Franklin County Design Standards for Construction of Roads and Bridges (Sally Carpenter) Update**
Presented by Public Works Director Matt Mahoney
(Resolution 2018-215 upon approval)
- 10:00 AM Jail Facility Improvements and Funding**
Presented by Sheriff Jim Raymond and County Administrator Keith Johnson
(Resolution 2018-238 upon approval)
- 10:20 AM Public Comment**
- 10:25 AM Office Business**
1. Approval of Payroll Rosters
 2. Approval of Warrant Registers
 3. Approval of Consent Agenda
-
1. Resolution 2018-239 TRAC Financial Policies per State Auditor Recommendations
 2. Resolution 2018-240 Fee for Service Truancy Contract with Finley School District

3. Resolution 2018-241 Fee for Service Truancy Contract with North Franklin School District
4. Resolution 2018-242 Professional Services Contract with Lutheran Community Services Northwest
5. Resolution 2018-243 Fee for Services Truancy Contract with Pasco School District
6. Resolution 2018-244 Sign Interagency Agreement with Administrative Office of the Courts for Becca Services via IAA19048
7. Resolution 2018-245 Interagency Agreement with Administrative Office of the Courts for support of CASA programs via IAA19088

10:30 AM Administration Office Business

- Office Business

10:35 AM Public Comment

10:40 AM Executive Session

- RCW 42.30.110 (1) (g) evaluate qualifications of applicant for employment.
- RCW 42.30.110 (1) (g) evaluate qualifications of applicant for employment or review performance of public employee
- RCW 42.30.110 (1) (g) evaluate qualifications of applicant for employment or review performance of public employee

10:45 AM Adjourn



FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
JULY 31, 2018

The Minutes of the Board of Commissioners proceedings are not verbatim. Access to an electronic audio recording of meetings are available on the Franklin County website or upon request.

9:00 AM

Call to Order and Pledge of Allegiance

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, Auditor Matt Beaton, Appraiser Pete McEnderfer, Sheriff Jim Raymond, Prosecuting Attorney Shawn Sant, Chief Deputy Prosecuting Attorney Jennifer Johnson, Treasurer Josie Koelzer, Chief Deputy Treasurer Andrew Hicks, Human Resources Director Carlee Nave, Public Works Director Matt Mahoney, AHBL Personal Services Contractor Nicole Stickney, Assistant to the Administrator Sherrie Young, and Clerk of the Board Karin Milham.

9:01 AM **Approval of Minutes**

July 24, 2018 Commissioners' Meeting Minutes approved as presented.

9:02 AM **Proposed Text Amendment to the Franklin County Code**

AHBL Personal Services Contractor Nicole Stickney presented the proposed text amendment to the Franklin County Code, Title 16 Subdivisions, Chapter 16.20 Preliminary Plat, Section 16.20.030 Preliminary plat application, Chapter 16.24 Final Plat, Section 16.24.010 Application and Section 16.24.020 Final plat preparation, Chapter 16.32 Short Subdivisions, Section 16.32.070 Final review, approval and filing and Section 16.32.040 Application – Content, Chapter 16.32 Binding Site Plans, Section 16.36.090 Approval and filing and Section 16.32.110 Standards for binding site plans pertaining to the number of copies required for applications and the submittal of materials for final recording.

❖ *Commissioner Koch moved to approve Ordinance 5-2018, proposed text amendment to the Franklin County Code. Commissioner Miller seconded and the motion carried.*

9:07 AM **Comprehensive Plan Periodic Update Project Status Review**

AHBL Personal Services Contractor Nicole Stickney presented a PowerPoint presentation using charts, maps and graphs, which narrated items such as land use, housing, utilities, population forecast, ground water availability and identifying the urban growth areas.



**FRANKLIN COUNTY, WASHINGTON
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**REGULAR MEETING MINUTES
JULY 31, 2018**

It has been ten years since there has been an update on the Franklin County Comprehensive Plan. Over the years, the Planning Commission has held meetings to discuss the different parts of the Comprehensive Plan and how best to update the plan to meet requirements. As changes have occurred, the Planning department has been posting updates to the website as they come forth.

9:37 AM Deviation Request from Franklin County Design Standards for Construction of Roads and Bridges (Sally Carpenter) Update (Resolution 2018-215)

Commissioner Peck discussed the deviation request proposed by the Public Works Director Matt Mahoney. After the discussion, Mr. Mahoney suggested that the Commissioners reject the current request, as there will be changes in the document in regards to the new requirements as they acquire new information from landowners. The Commissioners asked Mr. Mahoney to speak with the applicants and ask if they would like to withdraw their request and submit another request when they hear back from landowners involved with request.

9:43 AM Jail Facility Improvements and Funding

County Administrator Keith Johnson explained to the Board, the purpose of the request was to meet obligations under the settlement agreement for needed repairs and improvements in the corrections center.

- ❖ *Commissioner Miller moved to approve Resolution 2018-238, Approval to expend \$400,000 from the Franklin County Reserve Fund for improvements and repairs needed in the Jail Facility supplementing the 2018 Current Expense Fund Budget. Commissioner Koch seconded and the motion carried.*

9:50 AM Public Comment

Michael Charboneau requested the use of the inside of the Franklin County Courthouse as a backdrop to a scene in a movie he is producing. The Commissioners requested the script be sent to the County Administrator for review.

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**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
JULY 31, 2018**

10:00 AM Approval of Fund Expenditure Warrants

07/31/2018

Franklin County Commissioners:

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

Action: As of this date, 07/31/2018 

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: 00336667 - 00336851 \$503,729.47

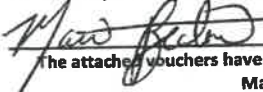
Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$366,495.49
AUDITOR O & M	\$134.43
CRIME VICTIMS WITNESS	\$2,944.61
TRIAL COURT IMPROVEMENT	\$1,463.86
JAIL COMMISSARY	\$11,879.78
COUNTY ROADS	\$42,433.84
VETERAN'S ASSISTANCE	\$1,340.49
ENDING HOMELESSNESS	\$12,547.65
TRAC OPERATIONS	\$30,206.44
FRANKLIN COUNTY RV PARK	\$5,168.24
MOTOR VEHICLE	\$11,405.00
FR CO UNEMPLOYMENT	\$17,709.64

In the amount of: \$503,729.47

The motion was seconded by: 

And passed by a vote of 3 to 0

Reviewed by the County Administrator: 

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


Vouchers Audited By:
Rosa Gomez

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 July 31, 2018 for payment totaling \$ 503,729.47 Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
JULY 31, 2018**

10:02 AM Approval of Consent Agenda

1. Resolution 2018-239 TRAC Financial Policies per State Auditor Recommendations
2. Resolution 2018-240 Fee for Service Truancy Contract with Finley School District
3. Resolution 2018-241 Fee for Service Truancy Contract with North Franklin School District
4. Resolution 2018-242 Professional Services Contract with Lutheran Community Services Northwest
5. Resolution 2018-243 Fee for Services Truancy Contract with Pasco School District
6. Resolution 2018-244 Sign Interagency Agreement with Administrative Office of the Courts for Becca Services via IAA19048
7. Resolution 2018-245 Interagency Agreement with Administrative Office of the Courts for support of CASA programs via IAA19088

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

10:03 AM Commissioner Peck informed the public on the progress of revising and updating the Veteran's Advisory Board. Detailed information on this subject will be brought forth in a Commissioners Meeting in the near future.

10:13 AM Public Comment

Auditor Matt Beaton requested information on what the impact would be by taking \$400,000 from the Franklin County Reserve Fund for improvements and repairs needed in the Jail Facility. Mr. Beaton asked how the Reserve Fund would be replenished. County Administrator stated, that a county fiscal reserve fund policy allows action by the Board to use the reserve, with the understanding that the process requires replenishment as soon as practical and no later than two subsequent annual budget cycles. Mr. Beaton asked to revisit this policy to get some clarity.

The American Legion had approached Mr. Beaton, and they informed him that they were closing. His staff had worked on options and presented it to County Administrator Keith Johnson.

10:21 AM **Recess-** Commissioner Peck recessed the Regular Meeting for 10 minutes.

10:30 AM **Reconvene-** Commissioner Peck reconvened the Regular Meeting.

10:30 AM Executive Session

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



**FRANKLIN COUNTY, WASHINGTON
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Commissioner Peck recessed into Executive Session at 10:30 a.m., for up to 20 minutes to evaluate qualification of applicant for employment or review performance of public employee. Also present were Human Resources Director Carlee Nave, Treasurer Josie Koelzer and Clerk of the Board Karin Milham.

10:48 AM Commissioner Peck reconvened the Regular Meeting at 10:48 a.m. with a request from the Treasurer to hire a new Chief Deputy Treasurer. It was unanimous among the Commissioners to support this request.

10:52 AM Executive Session

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

Commissioner Peck recessed into Executive Session at 10:30 a.m., for up to 20 minutes to evaluate qualification of applicant for employment or review performance of public employee. Also, present were Prosecuting Attorney Shawn Sant, Chief Deputy Prosecuting Attorney Jennifer Johnson. Clerk of the Board Karin Milham was dismissed.

11:23 AM Commissioner Peck reconvened the Regular Meeting at 11:23 a.m. with no action taken.

11:23 AM Executive Session

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

Commissioner Peck recessed into Executive Session at 11:23 a.m., for up to 20 minutes to evaluate qualification of applicant for employment or review performance of public employee. Also, present were Prosecuting Attorney Shawn Sant, Chief Deputy Prosecuting Attorney Jennifer Johnson. County Administrator Keith Johnson and Clerk of the Board Karin Milham were dismissed.

11:28 AM Commissioner Peck reconvened the Regular Meeting at 11:48 a.m. with no action taken.

Adjourn

With no further business to bring before the Board, the meeting adjourned at 11:48 a.m.

Approved 8-14-2018

Clerk of the Board Karin Milham