



Keith Johnson  
County Administrator

BOARD OF COMMISSIONERS  
**FRANKLIN COUNTY**  
WASHINGTON

**BRAD PECK**  
District 1

**ROBERT KOCH**  
District 2

**RICK MILLER**  
District 3

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**AGENDA**  
**Regular Board Meeting**  
**Tuesday, October 16, 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-** October 2, 2018 Commissioners' Meeting Minutes
- 9:03 AM Opening of Proposals for the Inmate Medical Services in Corrections Center**
- 9:15 AM Franklin County Noxious Weed Control Board Budget 2019**  
*Presented by Program Coordinator Todd Harris*  
*(Resolution 2018-313 upon approval)*
- 9:30 AM 2019 Employee Benefits Presentation- Conover Insurance**  
*Presented by Conover Insurance Representative Dave Gyll,*  
*Human Resources Director Carlee Nave and HR Generalist Eric Wyant*
- 10:00 AM Public Comment**
- 10:05 AM Office Business**
1. Approval of Payroll Rosters
  2. Approval of Warrant Registers
  3. Approval of Consent Agenda
1. Resolution 2018-314 Amendment #6 to Food Service Contract between ARAMARK Correctional Services and Benton-Franklin Juvenile Justice Center
  2. Resolution 2018-315 Contract between Benton-Franklin Juvenile Justice Center and John Gilbert, Case Management Assessment Speaker
  3. Resolution 2018-316 Rescinding Resolution 2016-038 and Updating Public Records Officer Information
  4. Resolution 2018-317 Cancellation of Unclaimed Warrants

- 10:10 AM Administration Office Business**
- Office Business
- 10:15 AM Public Comment**
- 10:20 AM Executive Session (if necessary)**
- 10:30 AM Adjourn**



# FRANKLIN COUNTY, WASHINGTON

## BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES  
OCTOBER 16, 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, Sheriff Jim Raymond, Chief Deputy Prosecuting Attorney Jennifer Johnson, Planning and Building Director Derrick Braaten, Human Resources Director Carlee Nave, Appraiser Peter McEnderfer, Public Works Director Matt Mahoney, Human Resources Generalist Eric Wyant, Associate Engineer Robert Mendez, Weed Board Program Manager Todd Harris, Weed Board Office Manager Betsy Crysel, and Clerk of the Board Karin Milham

9:02 AM **Approval of Minutes**

October 2, 2018 Commissioners' Meeting Minutes approved as presented.

9:03 AM **Opening of Proposals for the Inmate Medical Services in Corrections Center**

Sheriff Raymond explained that there were three proposals. Two of the proposals withdrew, leaving one proposal. Commissioner Peck asked for an update during the following meeting.

9:03 AM **Franklin County Noxious Weed Control Board Budget 2019**

Program Coordinator Todd Harris reviewed the 2019 Noxious Weed Control Budget with the Commissioners. Commissioner Peck asked if the salary increase and changes were appropriate. Human Resources Director Carlee Nave informed the Board that Mr. Harris did work with Human Resources to set salaries as presented.

❖ *Commissioner Miller moved to approve Resolution 2018-313 Franklin County Noxious Weed Control Board Budget for 2019. Commissioner Koch seconded and the motion carried.*

9:15 AM **2019 Employee Benefits Presentation- Conover Insurance**

Conover Insurance Representative Dave Gyll and Human Resources Generalist Eric Wyant presented a Power Point presentation on the 2019 Employee Benefits information gathered by the Benefits Committee over several months.



# FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES  
*OCTOBER 16, 2018*

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Mr. Guyll discussed the renewal rate information and options that were available to County employees. The Benefits Committee reviewed the options and posted a countywide survey for employees to fill out to assist in the recommendation to the Board.

Human Resources staff requested Board consensus with regard to rate structure and additional benefits in order to move forward with preparation for 2019 Open Enrollment. The Benefits Committee recommends the Board adopt a 2-tier rate structure and add Life-Flight as a benefit offering for the 2019 plan year.

- ***Commissioner Koch moved to accept 2-tier rate with an option of Life-Flight services available to employees. Commissioner Miller seconded and the motion carried.***

9:53AM Commissioner Peck invited the Franklin County Veterans Advisory Board to give an update on their meetings.

- Chairman Todd Halterman introduced the Board members to the Commissioners.
- John Fish- Chaplain, American Legion Post 34- Pasco WA (US Navy)
- Gordon Walsh- Chaplain, Pasco Police Dept., American Legion Member (US Army)
- Jorge Ortega- Director, CBC Student Veteran Association, V.O.C. Member (US Marines)
- Bill Eaton-Commander, American Legion Post 4 (US Air Force) Not present
- Todd Halterman- Committeeman, American Legion Post 4 (US Navy)

The mission statement: Dedicated to serving and Impacting Veteran families of Franklin County with the Right Help, Right Here, Right Now.

The Veterans Board have spoken with Human Services Assistant Shela Berry to familiarize themselves with the process in Benton County Veterans assistance program. The Committee discussed the goals, policies and procedures they would like to see as they move forward with the Franklin County program. Setting up Franklin County similar to Benton County was the recommendation given to the Commissioners.

- ❖ ***Consensus among the Board to use Human Services as a central point of contact.***



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
OCTOBER 16, 2018**

**10:16 AM Approval of Fund Expenditure Warrants**

10/16/2018

**Franklin County Commissioners:**

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

Action: As of this date, 10/16/2018

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: **00339681 - 00339825** **\$643,025.50**

<b>Fund Expenditures</b>	<b>Amount Issued</b>
CURRENT EXPENSE	\$400,106.71
AUDITOR O & M	\$164.72
ELECTION EQUIP REVOLVING	\$155.45
COURTHOUSE FACILITATOR	\$1,075.00
TRIAL COURT IMPROVEMENT	\$838.94
BOATING SAFETY	\$118.00
SHERIFF SEX OFFENDER GRANT	\$340.00
JAIL COMMISSARY	\$2,739.27
COUNTY ROADS	\$164,321.54
VETERAN'S ASSISTANCE	\$1,920.21
ENDING HOMELESSNESS	\$13,329.97
CAPITAL PROJECTS FUND	\$550.00
TRAC OPERATIONS	\$19,886.14
FRANKLIN COUNTY RV PARK	\$71.00
MOTOR VEHICLE	\$37,408.55

In the amount of: **\$643,025.50**

The motion was seconded by: *Rosa Gomez*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *Jeff Burckhard*

The attached vouchers have been approved by Auditor or Deputy:  
*Jeff Burckhard*  
Jeff Burckhard

*Rosa Gomez*  
Vouchers Audited By:  
Rosa Gomez

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 Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of October 16, 2018 for payment totaling \$643,025.50. Commissioner Miller seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
OCTOBER 16, 2018**

**10:16 AM Salary Clearing and Emergency Management Payroll**

October 16, 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, October 16, 2018 *[Signature]*  
moves 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	00339549-00339558	\$ 12,418.60
Net EFT Payroll Checks	00014721-00014947	414,487.85
Deduction and Contribution Checks	00339559-00339573	303,173.45
	<b>Total</b>	<b>\$ 730,079.90</b>
<b>Emergency Mgmt Payroll:</b>		
Net EFT Payroll Checks	00014717-00014720	\$ 7,879.56
Deduction and Contribution Checks	00339574-00339577	5,426.73
	<b>Total</b>	<b>\$ 13,306.29</b>
	<b>Grand Total All Payrolls</b>	<b>\$ 743,386.19</b>

In the total amount of **\$743,386.19** (\$730,079.90 + \$13,306.29)

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

*[Signature]*  
The attached payroll has been approved by Auditor or Deputy

*[Signature]*  
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 Koch moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$743,386.19. Commissioner Miller seconded and the motion carried.**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
OCTOBER 16, 2018**

**10:17 AM Approval of County Roads and Motor Vehicle Payroll**



**FRANKLIN COUNTY AUDITOR**

Matt Beaton, Auditor

October 16, 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, October 16, 2018 Revised  
moves that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Roads</b>		
Net Payroll Checks	00339679-00339680	\$ 2,491.37
Net EFT Payroll Checks	00014953-00014987	47,569.73
Deduction and Contribution Checks	00339826-00339838	84,128.72
	<b>Total</b>	<b>\$ 134,189.82</b>
<b>Motor Vehicle</b>		
Net Payroll Checks	00339678	\$ 1,424.50
Net EFT Payroll Checks	00014948-00014952	6,610.03
Deduction and Contribution Checks	00339839-0039846	12,773.52
	<b>Total</b>	<b>\$ 20,808.05</b>
<b>Grand Total All Payrolls</b>		<b>\$ 154,997.87</b>

In the total amount of **\$154,997.87** (\$134,189.82 + \$20,808.05)

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

Jeff A. Dinschbrock  
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 Koch moved to approve County Roads and Motor Vehicle Payroll totaling \$154,997.87. Commissioner Miller seconded and the motion carried.**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
OCTOBER 16, 2018**

**10:18 AM Approval of Consent Agenda**

1. Resolution 2018-314 Amendment #6 to Food Service Contract between ARAMARK Correctional Services and Benton-Franklin Juvenile Justice Center
2. Resolution 2018-315 Contract between Benton-Franklin Juvenile Justice Center and John Gilbert, Case Management Assessment Speaker
3. Resolution 2018-316 Rescinding Resolution 2016-038 and Updating Public Records Officer Information
4. Resolution 2018-317 Cancellation of Unclaimed Warrants

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

**10:19 AM Administration Office Business**

❖ *Consensus from the Board to approve Commissioner Peck as a Columbia Basin Development Representative.*

**10:20 AM Public Comment**

Citizen Jeffery Robinson thanked the Veterans for their service and the Commissioners for allowing them to speak before the Board.

**10:22 AM Commissioners' Update**

- Malin Bergstrom gave Commissioner Miller a tour of the Pasco Aviation Museum. Ms. Bergstrom sent in a letter requesting additional funds to finish the Museum.
- Commissioner Miller addressed a discussion on the Kiosk in the Law Library.
- Commissioner Peck reported on the NACo function in Washington D.C. Commissioner Miller attended as well. The current Administration is very supportive of local government. Commissioners support for the second part of the Columbia Basin Project was also part of this trip.

**Adjourn**

With no further business to bring before the Board, the meeting adjourned at 10:33 a.m.

  
Approved

  
Clerk of the Board

10-30-2018  
Date