



Keith Johnson
County Administrator

BOARD OF COMMISSIONERS
FRANKLIN COUNTY
WASHINGTON

BRAD PECK
District 1

ROBERT KOCH
District 2

CLINT DIDIER
District 3

AGENDA
Special Meeting and Public Hearing
Wednesday, February 20, 2019

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**
- 9:01 AM** **Approval of Minutes**
January 8, 2019 Commissioners Meeting Minutes
- 9:02 AM** **Public Hearing**
Approval of Expending \$250,000.00 from the Franklin County Reserve Fund for Improvements and Repairs Needed in the Jail Facility Supplementing the 2019 Current Expense Fund Budget (*Resolution 2019-061 upon approval*)
Presented by County Administrator Keith Johnson and Commander Stephen Sultemeier
- 9:10 AM** **Request to Convert on Corrections Deputy Position to Corrections Lieutenant and Define the Salary for the Corrections Lieutenant Position**
(*Resolution 2019-062 upon approval*)
Presented by Human Resources Director Carlee Nave
- 9:20 AM** **Implementation of Compensation Study Recommended for Non-Bargaining Employees** (*Resolution 2019-063 upon approval*)
Presented by Human Resources Director Carlee Nave
- 9:35 AM** **Public Comment**
- 9:40 AM** **Office Business**
1. Approval of Payroll Rosters
 2. Approval of Warrant Registers
 3. Approval of Consent Agenda
-
1. Resolution 2019-064 Joint Bi-County 2019-2021 Bailiffs Collective Bargaining Agreement
 2. Resolution 2019-065 Professional Services Contract between Benton Franklin Health District and Juvenile Justice Center

- 9:45 AM** **Administration Office Business**
- Office Business
- 9:50 AM** **Public Comment**
- 9:55 AM** **Executive Session RCW 42.30.110 (1) (i) litigation or potential litigation**
- 10:00 AM** **Adjourn**



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**SPECIAL MEETING AND
PUBLIC HEARING MINUTES
FEBRUARY 20, 2019**

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 a.m.

Call to Order and Pledge of Allegiance

Commission Chairman Robert Koch called the Franklin County Commissioners' Meeting 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 Clint Didier

Staff Present: County Administrator Keith Johnson, Auditor Matt Beaton, Sheriff Jim Raymond, Coroner Curtis McGary, Treasurer Josie Koelzer, Chief Deputy Treasurer Rusian Stetskiy, Human Resources Director Carlee Nave, Chief Deputy Prosecuting Attorney Jennifer Johnson, Planning and Building Director Derrick Braaten, Public Works Director Matt Mahoney, and Clerk of the Board Karin Milham

9:00 a.m. Commissioner Koch opened the Special Meeting by stating that the Commissioners were involved with an Emergency Management training on February 19, 2019 and the Commissioners Meeting was changed to February 20, 2019.

9:01 a.m. **Approval of Minutes**

January 8, 2019 Commissioners Meeting Minutes were approved as presented.

9:02 a.m. **Public Hearing-Approval of Expending \$250,000.00 from the Franklin County Reserve Fund for Improvements and Repairs Needed in the Jail Facility Supplementing the 2019 Current Expense Fund Budget**

County Administrator Keith Johnson explained he was unaware at the time, that funds set aside for the jail improvements would not automatically roll over into the 2019 budget. Therefore, a Public Hearing was necessary to open the 2019 budget and dispend the funds to its appropriate budget line.

Commissioner Koch opened the Public Hearing at 9:02 a.m. to hear testimony for or against Resolution 2019-061, expending \$250,000 from reserve fund for improvement and repairs in the Jail Facility.

No testimony was given and Commissioner Koch closed the Public Hearing at 9:04 a.m.

Commissioner Peck asked Administrator Keith Johnson to explain what the function of these funds were and how they are used.



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Mr. Johnson explained that the funds are being used in the old portion of the jail remodel with new paint in pods, new cuff port locks and removal of blackened windows. Updated intake area in the front of jail for better classification of inmates when they arrive at the jail.

Sheriff Raymond stated that this is just one part of the compliance and that is should be completed by the end of February. Sheriff Raymond also informed the Board that there is no longer a work release program and they are slowly converting this space into a women's facility.

- ❖ *Commissioner Peck moved to approve Resolution 2019-061 as presented. Commissioner Didier seconded and the motion carried.*

9:11 a.m. Request to Convert on Corrections Deputy Position to Corrections Lieutenant and Define the Salary for the Corrections Lieutenant Position

Human Resources Director Carlee Nave explained the during the 2019 budget process, the Sheriff requested the addition of two corrections lieutenant position so serve as "watch commanders" to help enhance supervisory controls in the Corrections Center. The intent of these positions is to professionally and consistently maintain inmate due process and ensure accountability for first line supervision activities. The positions would provide continuous oversight to various programs including volunteer and visitation program coordination, objective jail classification of offenders based on behavior and the crimes they commit, and assisting with public and legal requests for data, video, phone records, and more. The Lieutenants would help stabilize jail operations by working modified midafternoon hours and weekend, providing on site oversight of jail operations during off hours.

- ❖ *Commissioner Peck moved to approve Resolution 2019-062 as presented. Commissioner Didier seconded the motion carried.*

9:20 a.m. Implementation of Compensation Study Recommended for Non-Bargaining Employees

Human Resources Director Carlee Nave requested implementation of compensation study recommended for non-bargaining employees. She explained that in order for us to accomplish this task, it would need to be broken down into segments.

Brief discussion on how the segments would be implemented.

- ❖ *Commissioner Peck moved to approve 2019-063 as presented. Commissioner Didier seconded and the motion carried.*



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9:33 a.m. Public Comment

- Matt Beaton had a question from his staff about the status of Consultant and reason we did not finish with an independent source. Ms. Nave replied that Human Resources started out with a contract and funds depleted, leaving HR to finish the process.
- Kevin Hinen discussed the conditions of the snow on the county roads as being impassable. He had concerns as to why they had not been cleared and offered suggestions that might help with the situation.
- Butch Curtis also voiced his concerns on roads that have not been cleared of snow after 3 or 4 days. Mr. Curtis suggested hiring out if necessary.
- Public Works Director Matt Mahoney understood their concerns and explained the provisions with work force, equipment and establishing primary routes. Franklin County is a large area to cover and North County had significant snowdrifts. Mr. Mahoney added that his crew is working hard and cares very much about the county citizens.
- Kent McMullin has assisted in the past with roads that needed clearing with a road grader to allow school buses to pass.

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FEBRUARY 20, 2019**

10:11 a.m. **Approval of Fund Expenditure Warrants**



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

2/20/2019

Franklin County Commissioners:

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

Action: As of this date, 2/20/2019

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:	00344520	00344800	\$478,062.79
EFT Check Numbers:	00000086	00000091	\$26,272.19
			<u>\$504,334.98</u>

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	318,340.83
Auditor O & M	469.00
Election Equipment Revolving	10.90
Crime Victims/Witness Asselt	16.00
Clerk LFO Collection Fund	1,484.85
Sheriff Sex Offender Grant	37.88
Jail Commissary	2,484.20
Dare Fund Sheriff	131.48
Enhanced 911	92.00
County Roads	93,446.30
Solid Waste	3,210.19
Rental Car Excise Tax	7,000.00
Veteran's Assistance	899.46
Ending Homelessness Fund	3,280.00
TRAC Operations Fund	42,648.98
Franklin County RV Facility	8,333.15
Motor Vehicle/Public Works	22,449.76

In the amount of 504,334.98

The motion was seconded by

And passed by a vote of 3 to 0

Reviewed by County Administrator

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

Vouchers Audited By:
Rosa Gomez

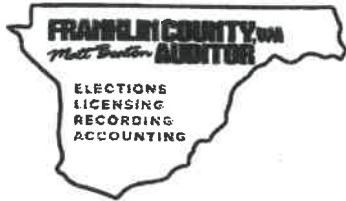
❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of February 20, 2019 for payment totaling \$504,334.98. Commissioner Didier seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON
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**SPECIAL MEETING AND
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FEBRUARY 20, 2019**

10:12 a.m. Approval of Salary Clearing and Emergency Management Payroll



1014 N 4th Ave, Pasco,
WA 99301
509-545-3502

February 19, 2019

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 19, 2019 
moves that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00344437-00344440	\$ 1,936.35
Net EFT Payroll Checks	00016944-00017178	416,338.76
Deduction and Contribution Checks	00344441-00344454	290,120.41
	Total	\$ 708,395.52
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00016940-00016943	\$ 8,311.74
Deduction and Contribution Checks	00344309-00344312	5,835.58
	Total	\$ 14,147.32
	Grand Total All Payrolls	\$ 722,542.84

In the total amount of **\$722,542.84** (\$708,395.52 + \$14,147.32)

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

❖ **Commissioner Peck moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$722,542.84. Commissioner Didier seconded and the motion carried.**



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10:12 a.m. Approval of Consent Agenda

1. Resolution 2019-064 Joint Bi-County 2019-2021 Bailiffs Collective Bargaining Agreement
2. Resolution 2019-065 Professional Services Contract between Benton Franklin Health District and Juvenile Justice Center

❖ *Commissioner Peck moved to approve the Consent Agenda as presented.
Commissioner Didier seconded and the motion carried.*

10:18 a.m. Executive Session

RCW 42.30.110 (1) (i) to discuss with legal counsel: litigation or potential litigation.

Commissioner Koch recessed into Executive Session at 10:18 a.m., for up to 10 minutes to discuss with legal counsel regarding litigation or potential litigation. Chief Deputy Prosecuting Attorney Jennifer Johnson Clerk of the Board Karin Milham.

Commissioner Koch reconvened the Regular Meeting at 10:31 a.m., with no action taken.

10:32 a.m. Longtime Franklin County resident Butch Curtis distributed a letter to the Commissioners and wished to discuss its content. Mr. Curtis discussed his concerns with the county's Public Works department discretion and its handling of roadway spraying and right-of-way maintenance. His dispute was with the Public Works department and the equipment that was used to clear crops in the county right-of-way. He submitted a claim previously in Walla Walla County, and it was denied because it was filed under District Court instead of Superior Court.

County Commissioners directed him to resubmit his claim to Franklin County.

Adjourn

With no further business to bring before the Board, the meeting adjourned at 11:18 a.m.



Chair



Clerk of the Board



Date