



BOARD OF COMMISSIONERS  
**FRANKLIN COUNTY**  
WASHINGTON

**BRAD PECK**  
District 1

**ROBERT KOCH**  
District 2

**CLINT DIDIER**  
District 3

**Keith Johnson**  
County Administrator

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**AGENDA**  
**Regular Board Meeting and Public Hearing**  
**Tuesday, June 11, 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 a.m. Call to Order and Pledge of Allegiance**

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

*May 14, 2019 Commissioners' Meeting Minutes*  
*May 21, 2019 Commissioners' Meeting Minutes*  
*May 28, 2019 Commissioners' Meeting Minutes*

**9:02 a.m. Reconvene into a Public Hearing from April 30, 2019 Commissioner Meeting  
Preliminary Approval for Short Plat 2019-03 (Appeal 2019-01)**

*Presented by Planning and Building Director Derrick Braaten*  
*(Resolution 2019-126 upon approval)*

**9:05 a.m. WSU Extension Update on Commercial Produce**

*Presented by WSU Extension Director Tim Waters*

**9:20 a.m. Authorizing Payment of Hotel Cost Associated with Training Prior to Hire Date  
for Daniel Stovern** *Presented by Human Resources Director Carlee Nave*

*(Resolution 2019-157 upon approval)*

**9:30 a.m. Bid Award Letter HAPO Center Exterior Painting Project**

*Presented by HAPO Center Director Tom French*  
*(Resolution 2019-158 upon approval)*

**9:45 a.m. Public Comment**

**9:50 a.m. Office Business**

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

1. Resolution 2019-159 Re-Appointment of Carl Adrian to the Benton-Franklin Workforce Development Council

2. Resolution 2019-160 Re-Appointment of Bob Bertsch to the Benton-Franklin Workforce Development Council
3. Resolution 2019-161 Re-Appointment of Richard Bogert to the Benton-Franklin Workforce Development Council
4. Resolution 2019-162 Re-Appointment of Janet Booth to the Benton-Franklin Workforce Development Council
5. Resolution 2019-163 Re-Appointment of Adolfo DeLeon to the Benton-Franklin Workforce Development Council
6. Resolution 2019-164 Re-Appointment of Melanie Olsen to the Benton-Franklin Workforce Development Council
7. Resolution 2019-165 Re-Appointment of Todd Samuel to the Benton-Franklin Workforce Development Council
8. Resolution 2019-166 Re-Appointment of Jennie Weber to the Benton-Franklin Workforce Development Council
9. Resolution 2019-167 Re-Appointment of Dennis Williamson to the Benton-Franklin Workforce Development Council
10. Resolution 2019-168 Agreement between Benton Franklin Juvenile Justice and Chiawana High School Probation Liaison Program
11. Resolution 2019-169 Agreement between Benton Franklin Juvenile Justice and Pasco High School Probation Liaison Program
12. Resolution 2019-170 Personal Services Contract between Benton Franklin Juvenile Justice and Crest Counseling Services
13. Resolution 2019-171 Personal Services Contract between Benton Franklin Juvenile Justice and Julie A. Elmenhurst
14. Resolution 2019-172 United Employees Benefit Trust Participation Agreement Benton Franklin Juvenile Detention Unit
15. Resolution 2019-173 First Amendment to Professional Services Agreement PSA-2017-19-Adolphsen-00
16. Resolution 2019-174 First Amendment to Agreement 18-19-DD-SA-00 with Service Alternatives
17. Resolution 2019-175 First Amendment to Agreement 18-19-DD-MRJN-00 with MRJN Associates LLC.

18. Resolution 2019-176 First Amendment to Professional Services Agreement PSA-2018-2019-Taylor-00 between Benton Franklin
19. Resolution 2019-177 First Amendment to Agreement 18-19-DD-ARC-00 with Arc of Tri-Cities
20. Resolution 2019-178 First Amendment to Agreement 18-19-CDC-00 with Children's Developmental Center
21. Resolution 2019-179 First Amendment to Agreement 18-19-DD-GW-00 with Goodwill Industries of the Columbia
22. Resolution 2019-180 First Amendment to Agreement 18-19-DD-CI-00 with Columbia Industries
23. Resolution 2019-181 First Amendment to Agreement 18-19-DD-COMP-01 with Compass Career Solutions
24. Resolution 2019-182 First Amendment to Agreement 18-19-DD-RTAS-01 with Responding to Autism Services Inc.
25. Resolution 2019-183 First Amendment to Agreement 18-19-DD-ACSSW-00 with Ambitions Community Support Services of WA
26. Resolution 2019-184 Agreement with Harris Recording Solutions to Purchase and Install Assembler Module
27. Resolution 2019-185 Contract for County Road Maintenance Project 2019-01 Crack Sealing-County Wide to Stripe Rite

**9:55 a.m. Administration Office Business**

**10:00 a.m. Public Comment**

**10:05 a.m. Executive Session-RCW 42.30.110 (1) (c) Real Estate sale or lease**

**10:25 a.m. Adjourn**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
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JUNE 11, 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' 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 Clint Didier

**Staff Present:** County Administrator Keith Johnson, Sheriff Jim Raymond, Chief Deputy Prosecuting Attorney Jennifer Johnson, Human Resources Director Carlee Nave, Public Works Director Matt Mahoney, Planning and Building Director Derrick Braaten, Prosecuting Attorney's Office Administrative Assistant Kelly Schadler, HAPO Center Financial Manager Tiffany Coffland, and Clerk of the Board Karin Milham

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

- May 14, 2019 Commissioners' Meeting Minutes
- May 21, 2019 Commissioners' Meeting Minutes
- May 28, 2019 Commissioners' Meeting Minutes

❖ *Commissioners' Meeting Minutes approved as presented.*

9:02 a.m. **Reconvene into a Public Hearing from April 30, 2019 Commissioner Meeting Preliminary Approval for Short Plat 2019-03 (Appeal 2019-01)**

Planning and Building Director Derrick Braaten reported that the two parties are still negotiating and requested an extension of the public hearing for the Boards' consideration.

❖ *The Board granted the request of extension by consensus, and will hold the public hearing on July 9, 2019.*

9:05 a.m. **WSU Extension Update on Commercial Pro**

WSU Extension Director Tim Waters invited the Commissioners to WSU Potato Field Day on June 27, 2019 and WSU Onion Field Day on August 29, 2019.

- Wet season caused a lot of potato rot and late start on planting.
- Reseeding in many areas, which is very expensive.
- Warm growing season is helping crop catch up with growth time line.
- Large problem with Lygus bugs causing economic damage to potato crops in Columbia Basin.



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- Planting a hemp field to test for pre and post insecticides. Test crop will be destroyed after analysis.
- Alfalfa crops effected by Lygus bug during seed but not during cutting.
- Neonicotinoid works well for suppressing pests for a longer time.

**9:29 a.m. Authorizing Payment of Hotel Cost Associated with Training Prior to Hire Date for Daniel Stovern**

Human Resources Director Carlee Nave explained that Daniel Stovern was not an employee of the Prosecuting Attorney's office until July 1, 2019. He is attending a training program in June and is asking for reimbursement of hotel expenses. The current policy only covers employees and Ms. Nave asked for the Boards' approval of this specific request.

- ❖ *Commissioner Peck moved to approve Resolution 2019-157 as presented. Commissioner Didier seconded and the motion carried.*

**9:32 a.m. Bid Award Letter HAPO Center Exterior Painting Project**

HAPO Center Financial Manager Tiffany Coffland brought a bid award letter for painting the Exterior trim of the HAPO Center. After discussion on the color, price, and who will fund the painting, the Commissioners brought it to a vote.

- ❖ *Commissioner Peck moved to approve the bid award letter to Rhizor's Paint Resolution 2019-158. Commissioner Koch seconded and the motion carried 2:0. Commissioner Didier abstained.*

**9:42 a.m. Public Comment**

- Pasco citizen Jeffery Robinson asked the Commissioner to look into the Veterans Court for Franklin County. He is concerned with the redistricting process and voting process.
- Pasco citizen concerned about the HAPO Center painting project.

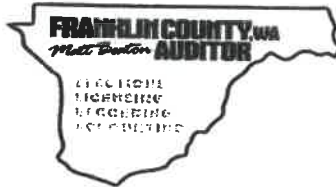
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**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES  
AND PUBLIC HEARING  
JUNE 11, 2019**

9:48 a.m. **Approval of Fund Expenditure Warrants**



1016 N 4th Ave, Pasco,  
WA 99301  
509-545-3502

6/4/2019

Franklin County Commissioners:

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

Action: As of this date, 6/4/2019

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:	00348698	-	00348886	\$942,017.05
EFT Check Numbers:	00000186	-	00000188	\$1,423.90
				\$943,440.95

FUND Expenditures	AMOUNT ISSUED
Current Expense	137,150.84
Auditor O & M	135.05
Election Equipment Revolving	107.44
Treasurer O & M	721.73
Jail Commissary	3,732.60
Enhanced 911	6,640.20
County Roads	578,284.99
Solid Waste	47.59
Rental Car Excise Tax	7,000.00
Veteran's Assistance	1,043.77
Ending Homelessness Fund	17,367.58
Capital Project Fund	160.00
The Hapo Center	8,346.41
Franklin County RV Facility	1,519.28
Motor Vehicle/Public Works	181,183.37

In the amount of 943,440.95

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:  
Peter Gadomski

❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of June 4, 2019 for payment totaling \$943,440.95. Commissioner Didier seconded and the motion carried.*



**FRANKLIN COUNTY, WASHINGTON  
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**REGULAR MEETING MINUTES  
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**9:49 a.m. Approval of County Roads and Motor Vehicle Payroll**



1016 N 4th Ave, Pasco,  
WA 99301  
509-545-3502

June 4, 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, June 4, 2019  
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	348666	\$ 1,382.27
Net EFT Payroll Checks	00018914-00018951	63,625.27
Deduction and Contribution Checks	00348667-00348668	43,798.69
	<b>Total</b>	<u>\$ 108,806.23</u>
<b>Motor Vehicle</b>		
Net EFT Payroll Checks	00018952-00018957	8,804.96
Deduction and Contribution Checks	00348669-00348670	6,113.44
	<b>Total</b>	<u>\$ 14,918.40</u>
Grand Total All Payrolls		<u>\$ 123,724.63</u>

In the total amount of \$123,724.63 (\$108,806.23 + \$14,918.40)

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

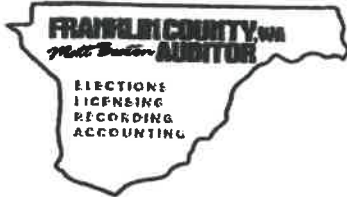
❖ *Commissioner Peck moved to approve County Roads and Motor Vehicle Payroll totaling \$123,724.63. Commissioner Didier seconded and the motion carried.*



FRANKLIN COUNTY, WASHINGTON  
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REGULAR MEETING MINUTES  
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9:50 a.m. Approval of Salary Clearing and Emergency Management Payroll



1016 N 4th Ave, Pasco,  
WA 99301  
509-545-3502

June 4, 2019

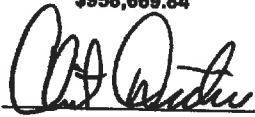
Franklin County Commissioners:

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, June 4, 2019   
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	00348674-00348676	1,687.79
Net EFT Payroll Checks	00018958-00019191	402,909.49
Deduction and Contribution Checks	00348677-00348694	540,395.87
<b>Total</b>		<b>\$ 944,993.15</b>
<b>Emergency Mgmt Payroll:</b>		
Net EFT Payroll Checks	00018910-00018913	\$ 7,790.31
Deduction and Contribution Checks	00348265-00348280	5,886.38
<b>Total</b>		<b>\$ 13,676.69</b>
	<b>Grand Total All Payrolls</b>	<b>\$ 958,669.84</b>

In the total amount of **\$958,669.84** (\$944,993.15 + \$13,676.69)

The motion was seconded by  and passed by a vote of 3 to 6.

  
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 \$958,669.84. Commissioner Didier seconded and the motion carried.*

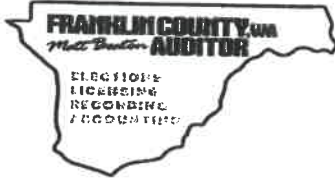




**FRANKLIN COUNTY, WASHINGTON  
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**9:50 a.m. Approval of Fund Expenditure Warrants**



1016 N 4th Ave, Pasco,  
WA 99301  
509-545-3502

6/11/2019

**Franklin County Commissioners:**

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

Action: As of this date, 6/11/2019

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:	00348929	-	00349016	\$439,893.75
EFT Check Numbers:	00000189	-	00000191	\$4,730.00
				<u>\$444,623.75</u>

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	73,806.03
Election Equipment Revolving	1,293.10
County Roads	348,353.10
Veteran's Assistance	3,059.96
Ending Homelessness Fund	5,220.99
The Hapo Center	3,854.82
Franklin County RV Facility	965.09
Motor Vehicle/Public Works	10,070.66

In the amount of 444,623.75

The motion was seconded by

And passed by a vote of 3 to 0

Reviewed by County Administrator

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

Peter Gadomskiy  
Vouchers Audited By:  
Peter Gadomskiy

❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of June 11, 2019 for payment totaling \$444,623.75. Commissioner Didier seconded and the motion carried.*



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**9:51 a.m. Approval of Consent Agenda**

1. Resolution 2019-159 Re-Appointment of Carl Adrian to the Benton-Franklin Workforce Development Council
2. Resolution 2019-160 Re-Appointment of Bob Bertsch to the Benton-Franklin Workforce Development Council
3. Resolution 2019-161 Re-Appointment of Richard Bogert to the Benton-Franklin Workforce Development Council
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14. Resolution 2019-172 United Employees Benefit Trust Participation Agreement Benton Franklin Juvenile Detention Unit
15. Resolution 2019-173 First Amendment to Professional Services Agreement PSA-2017-19-Adolphsen-00
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17. Resolution 2019-175 First Amendment to Agreement 18-19-DD-MRJN-00 with MRJN Associates LLC.
18. Resolution 2019-176 First Amendment to Professional Services Agreement PSA-2018-2019-Taylor-00 between Benton Franklin
19. Resolution 2019-177 First Amendment to Agreement 18-19-DD-ARC-00 with Arc of Tri-Cities
20. Resolution 2019-178 First Amendment to Agreement 18-19-CDC-00 with Children's Developmental Center



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21. Resolution 2019-179 First Amendment to Agreement 18-19-DD-GW-00 with Goodwill Industries of the Columbia
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23. Resolution 2019-181 First Amendment to Agreement 18-19-DD-COMP-01 with Compass Career Solutions
24. Resolution 2019-182 First Amendment to Agreement 18-19-DD-RTAS-01 with Responding to Autism Services Inc.
25. Resolution 2019-183 First Amendment to Agreement 18-19-DD-ACSSW-00 with Ambitions Community Support Services of WA
26. Resolution 2019-184 Agreement with Harris Recording Solutions to Purchase and Install Assembler Module
27. Resolution 2019-185 Contract for County Road Maintenance Project 2019-01 Crack Sealing-County Wide to Stripe Rite

❖ *Commissioner Peck moved to approve the Consent Agenda. Commissioner Didier seconded with discussion on 11-12-15. After discussion, the motion carried.*

**9:55 a.m. Administration Office Business**

- Administrator Keith Johnson brought two letters before the Board for consensus to sign.
  1. Benton County requested a meeting with a Franklin County Commissioner and Administrator to discuss improvements on the Juvenile Justice Center.
  2. Dissolving the function of Bi-County Human Services and allowing County Administrators from both counties to restructure the administrative functions.

❖ *Commissioners were in consensus to approve the letters being sent to Benton County. Commissioner Peck was nominated to be the representative for the discussions held at the Juvenile Justice Center.*

- There was a brief discussion on the naming of the new Juniper Dunes road access.
- Discussion on the on the Franklin County Museum Archival Grant.

**10:11 a.m. Public Comment**

Pasco citizen Desiree Hall reminded the Board that items pertaining to schools on the consent agenda are in Franklin County.

**10:12 a.m. Executive Session** RCW 42.30.110 (1) (g) Evaluate the qualifications of an applicant for public employment.



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Commissioner Koch recessed into Executive Session at 10:12 a.m., for up to 20 minutes. Others attending, Chief Deputy Prosecuting Attorney Jennifer Johnson, Human Services Director Kyle Sullivan, and Clerk of the Board Karin Milham.

Commissioner Koch reconvened the Regular Meeting at 10:33 a.m. with no action taken.

**10:33 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 10:33 a.m., for up to 15 minutes to discuss with legal counsel regarding litigation or potential litigation. Others attending, Chief Deputy Prosecuting Attorney Jennifer Johnson, Sheriff Jim Raymond and Clerk of the Board Karin Milham.

Commissioner Koch reconvened the Regular Meeting at 10:50 a.m. to extend Executive Session for an additional 10 minutes.

Commissioner Koch reconvened the Regular Meeting at 10:58 a.m., with no action taken

**10:59 a.m. Executive Session**

RCW 42.30.110(1) (g) to review the performance of a public employee.

Commissioner Koch recessed into Executive Session at 10:59 a.m., for up to 15 minutes. Others attending, Chief Deputy Prosecuting Attorney Jennifer Johnson, Human Services Director Kyle Sullivan, and Clerk of the Board Karin Milham.

Commissioner Koch reconvened the Regular Meeting at 11:15 a.m., with no action taken.

Commissioner Didier asked Human Services Director Kyle Sullivan about the Bi-County Prosecutorial Diversion Program in connection with Lourdes Counseling Center. Lourdes has expanded the program and has requested an additional fifteen thousand dollars to provide funding for a Supervisor position and changed staffing structure.

**Adjourn**

With no further business to bring before the Board, the meeting adjourned at 11:21 a.m.

*PK Koch*  
Chair

*Karin Milham*  
Clerk of the Board

*7-9-2019*  
Date