

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

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.

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Robert E. Koch, Chairman; Brad Peck, Chair Pro Tem; and Rick Miller, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am with the Pledge of Allegiance.

AUDITOR

Auditor Matt Beaton and Robin Stanco met with the Board. Present in audience: John Talbott, TRAC Advisory Board Chair Dave Beach, Pasco City Manager Gary Crutchfield, Tim Anderson, Jeff Burckhard, Tom Westerman, Shawn Sant, Matt Mahoney, Matthew Rasmussen, Matt McCormick, Colleen French, Troy Woody and Tri-City Herald Reporter Geoff Folsom.

TRAC RFP

Mr. Beaton asked for approval to issue an RFP for TRAC auditing services.

There was extensive discussion that included the following:

Mr. Miller asked questions about the need for the audit and mentioned it may be expensive. Mr. Beaton said he has been told the cost for an audit could easily exceed \$50,000. The county would not commit to pay for an audit until after the RFPs are received and reviewed.

Mr. Koch questioned the Auditor's urgency to do an RFP now because the state auditor asked for the work to be done three years ago. He questioned why the auditor's office has not shared time with TRAC management to work on it. Mr. Beaton said we developed a series of controls for TRAC to put in place. Mr. Koch asked if Mr. Beaton has considered having a CPA from the City of Pasco and one from the Auditor's Office work together to go through a preliminary audit. Mr. Beaton said we concluded we did not have enough staff or manpower available to do it because of the size and scope of the financial software installation project that is occurring.

Mr. Peck feels the RFP should be issued because county staff may be too close to the situation. He feels others might suggest looking at things the county had not thought about. He

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

does not feel it has to be done within 30 days. He sees value in having external eyes look at it. Mr. Miller said, "I totally agree. It's not going to cost us anything. It's going to take 30 days."

Mr. Peck and Mr. Miller gave **consensus approval** to give the auditor the go ahead to issue the RFP.

Pasco City Manager Gary Crutchfield asked that before an RFP is done, one qualified staff member from the county and one from the city meet together to do an initial analysis to determine the scope of work and provide a written report. After that, the cost can be determined. The city can donate and commit 40 man-hours of CPA time. He asked that the county do the same. He reminded the Board that TRAC is a joint effort and the cost of the operation is shared between the county and the City of Pasco. He is concerned about the probability of spending a lot of money unnecessarily. Mr. Peck and Mr. Beaton both responded. Mr. Peck wants to use an objective third party.

John Talbott said he applauds the consensus to pursue issuing an RFP. He also read from a proposal titled "Performance Audits of Franklin County Offices" dated June 4, 2014. He is opposed to subsidizing TRAC to compete with private enterprise.

HANFORD (9:33 am)

Matt McCormick, Manager, Department of Energy, Richland Operations, and Colleen French met with the Board. Present in audience: Matt Mahoney, Matthew Rasmussen, John Talbott, Troy Woody, Geoff Folsom and KONA Reporter Dennis Shannon.

Hanford Cleanup and Future of Hanford

Using slides, Mr. McCormick gave an update about Hanford cleanup and the future of the Hanford site.

PUBLIC WORKS (10:02 am)

Public Works Director Matt Mahoney and Engineer Matthew Rasmussen met with the Board. Present in audience: Bill Davis, Troy Woody and Geoff Folsom.

Public Hearing: Irrigation Franchise Agreement between Franklin County and Rodney Burns

Public Hearing convened at 10:03 am. Present: Commissioners Koch, Peck and Miller; County Administrator Fred Bowen; Public Works Director Matt Mahoney; Engineer Matthew Rasmussen; and Clerk to the Board Mary Withers. Present in audience: Bill Davis, Troy Woody and Geoff Folsom.

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

Mr. Koch asked if anyone in the audience would like to comment. There was no response.

Motion – Mr. Miller: I move that we enter into the Irrigation System Franchise Agreement between Franklin County and Rodney Burns. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-245 was approved.

Public Hearing: Irrigation Franchise Agreement between Franklin County and Stemilt

Public Hearing convened at 10:07 am. Present: Commissioners Koch, Peck and Miller; County Administrator Fred Bowen; Public Works Director Matt Mahoney; Engineer Matthew Rasmussen; and Clerk to the Board Mary Withers. Present in audience: Bill Davis, Troy Woody and Geoff Folsom.

Mr. Koch asked if anyone in the audience would like to comment. There was no response.

Motion - Mr. Miller: Mr. Chairman, I move that we enter into an Irrigation Franchise Agreement between Franklin County and Stemilt Ag Services, LLC. Second by Mr. Peck. 3:0 vote in favor. Resolution 2014-246 was approved.

Acceptance of work by Construction Ahead, Inc., for CRP 601 – Franklin County Road Safety Program Phase I

Safety improvements that have been completed under CRP 601 include:

Installation of approximately 5000 feet of culvert along Columbia River Road, replacing a very deep irrigation wasteway that had been in place as part of the Block 1 Columbia Basin Irrigation Project

Installation of concrete irrigation culverts on Langford Road at intersections with Russell and Sheffield Roads

Installation of flashing lights, signs and other delineating tools such as paint markings

Motion – Mr. Peck: I move for approval of acceptance of work performed by Construction Ahead, Inc., under contract for CRP 601 Franklin County Road Safety Program Phase I as presented. Second by Mr. Miller. 3:0 vote in favor. Resolution 2014-247 was approved.

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

Acceptance of work by Premier Excavation for CRP 601 – Franklin County Road Safety

Program Phase II

Motion – Mr. Peck: I move for approval of acceptance of work performed by Premier Excavation, Inc., under contract for CRP 601 Phase II as presented. Second by Mr. Miller. 3:0 vote in favor. Resolution 2014-248 was approved.

Award of bid for 2014 roadway striping paint to Alpine Products, Inc. (10:14 am)

Motion – Mr. Peck: Mr. Chairman, I move for approval of the award of Franklin County 2014 materials bid for pavement marking paint to Alpine Products in the amount of \$106,633.30 as detailed by Mr. Mahoney. Second by Mr. Miller. 3:0 vote in favor. (Exhibit 1)

Road gravel and grading work

There was discussion about gravel on roads and how maintenance grading work is done.

COUNTY ADMINISTRATOR (10:23 am)

County Administrator Fred Bowen, Attorney Bill Davis and Deputy Prosecutor Tim Dickerson met with the Board. Present in audience: Margo Hines, Troy Woody and Geoff Folsom.

Executive Session at 10:23 am pursuant to RCW 42.30.110(1)(c), real estate discussion, expected to last 15 minutes. Those in the audience left the meeting.

Open Session at 10:38 am. Geoff Folsom joined the audience.

Executive Session at 10:38 am pursuant to RCW 42.30.110(1)(c), real estate discussion, expected to last 10 minutes. Mr. Folsom left the meeting.

Open Session at 10:48 am.

OFFICE BUSINESS

Administrative Assistant Margo Hines met with the Board. Present in audience: Troy Woody and Geoff Folsom.

Vouchers

Motion – Mr. Peck: I move for approval of payroll vouchers for Salary Clearing, Emergency Management and Irrigation in the total amount of \$813,215.15. Second by Mr. Miller. 3:0 vote in favor. (Exhibit 2)

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
Salary Clearing Payroll:		
Payroll	60711-60787	\$186,376.23
Direct Deposit		<u>336,117.23</u>
		522,493.46
Benefits	60788-60802	<u>258,465.62</u>
	Total	<u>\$780,959.08</u>
Emergency Mgmt Payroll:		
Payroll	98978-98988	\$3,167.57
Direct Deposit		<u>6,809.38</u>
		9,976.95
Benefits	98989-98997	<u>4,797.70</u>
	Total	<u>\$14,774.65</u>
Irrigation Payroll:		
Payroll	98960-98968	\$5,669.35
Direct Deposit		<u>5,039.52</u>
		10,708.87
Benefits	98969-98976	<u>6,772.55</u>
	Total	<u>\$17,481.42</u>
Grand Total All Payrolls		<u>\$813,215.15</u>

Motion - Mr. Peck: I move for approval of County Road and Motor Vehicle payroll vouchers in the total amount of \$88,383.25. 3:0 vote in favor. (Exhibit 3)

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
County Road		
Payroll	99171-99187	21,322.66
Direct Deposit		<u>40,584.51</u>
		61,907.17
Benefits	99188-99191	<u>12,176.86</u>
	Total	<u>\$74,084.03</u>
Motor Vehicle		
Payroll	99153-99166	\$5,369.35
Direct Deposit		<u>6,549.64</u>
		\$11,918.99
Benefits	99167-99170	<u>2,380.23</u>
	Total	<u>\$14,299.22</u>
Grand Total All Payrolls		<u>\$88,383.25</u>

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

Motion – Mr. Peck: I move for approval of fund expenditures in the amount of \$519,901.02.

Second by Mr. Miller. 3:0 vote in favor. (Exhibit 4)

<u>Fund Expenditures</u>	<u>Warrants</u>		<u>Amount Issued</u>
TRAC Operations Fund	98998	99018	\$13,141.92
Franklin County RV Facility	99019	99021	\$2,052.13
County Roads	99022	99036	\$142,828.94
Solid Waste	99037	-	\$103.77
Motor Vehicle/Public Works	99038	99048	\$13,945.90
Current Expense	99049	99053	\$164,491.28
Planning & Development	99054	-	\$6,270.75
Jail Commissary	99055	99058	\$1,719.43
Ending Homelessness Fund	99059	99060	\$3,965.27
Affordable Housing Fund	99061	-	\$3,599.97
.3% Criminal Justice Const Fnd	99062	99063	\$81,133.97
TRAC Operations Fund	99064	-	\$634.98
Current Expense	99065	99107	\$20,138.44
Current Expense	99108	99114	\$6,840.02
Current Expense	99115	99122	\$8,123.93
Sheriff/Sex Offender Grant	99151	-	\$910.32
Solid Waste	99152	-	\$50,000.00
	Grand		
	Total:		<u>\$519,901.02</u>

Consent Agenda

Motion – Mr. Miller: Mr. Chairman, I move that we approve the consent agenda 1 through 10.

Second by Mr. Peck. 3:0 vote in favor.

1. Approval of Resolution 2014-249, continuing relationships with the Washington Counties Risk Pool and the related appointments and designations of/for each member county
2. Authorizing purchase of two (2) roller/packer motor grader attachments and executing award letter to Western States Equipment Company (Exhibit 5)
3. Approval of Resolution 2014-250, First Amendment to Professional Services Contract #PSC-2013/14-Shelter Plus Care-CFS-00 between Catholic Family & Child Service of the Tri-Cities and Benton and Franklin Counties Department of Human Services for the reimbursement of expenses of eligible participants of the Shelter Plus Care Program, approved by Benton County Resolution No. 2013-9886 and Franklin County Resolution No. 2013-462
4. Approval of Resolution 2014-251, First Amendment to Professional Services Agreement #PSA-2013/15-Adolphsen-00 between Benton and Franklin Counties Department of Human

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

Services and Sharon Adolphsen, approved by Benton County Resolution No. 2013-550 and Franklin County Resolution No. 2013-272

5. Approval of Resolution 2014-252, renewal of Internet Vehicle/Vessel Information Processing System (IVIPS) User Agreement between Washington State Department of Licensing and the Franklin County Treasurer
6. Approval of Resolution 2014-253, amending Resolution 2014-205 to designate an Intra-Budget Transfer of \$6000 in the Prosecuting Attorney Budget
7. Approval of Resolution 2014-254, payment of Franklin County's portion (\$9686.56) of an invoice accrued by The Landfill Group to Aspect Consulting LLC for professional services at the Pasco Sanitary Landfill
8. Approval of Franklin County Commissioner Proceedings for May 7 and May 14, 2014
9. Approval of Franklin County and Benton County Commissioner Bi-County Proceedings for May 12, 2014
10. Approval of Resolution 2014-255, renewing the Hardware and AIX Software Maintenance (SWMA) Agreement between Benton and Franklin Counties Department of Human Services, Crisis Response Unit, and IBM and Netsmart Technologies, Inc.

OTHER BUSINESS

National Association of Counties (NACo) Western Region

Mr. Peck reported on a NACo meeting he attended in Anchorage, Alaska.

ADJOURNMENT

Adjourned at 11:00 am.

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for June 4, 2014

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until June 11, 2014.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

R.E. Koch - Absent

Robert E. Koch, Chairman



Brad Peck, Chairman Pro Tem



Rick Miller, Member

Attest:



Clerk to the Board

Approved and signed June 18, 2014.



FRANKLIN COUNTY PUBLIC WORKS DEPARTMENT

Matt F. Mahoney, Public Works Director
Matthew S. Rasmussen, PE, County Engineer/Asst. Director

June 4, 2014

MR-14-033

Bart Farrar
Alpine Products, Inc.
550 3rd St SW, Bldg. C.
Aubrun, WA 98001

Re: Award of Franklin County 2014 Materials Bid – Pavement Marking Paint

Dear Bart,

On May 7, 2014, the Franklin County Board of County Commissioners reviewed bids for the supply of yellow traffic marking paint, white traffic marking paint, and top dress glass beads. At that time, your firm was the lowest bid submitted.

After careful review of the submitted bids we have determined that the bid submitted by Alpine Products, Inc., is fair and reasonable and in the best interest of Franklin County.

Therefore, the **Base Bid** for 2014 Materials Bid for marking paint and glass beads is hereby awarded to Alpine Products, Inc., of Auburn, Washington, for a total price of one hundred six thousand, six hundred thirty-three dollars and thirty cents (\$106,633.30), including sales tax.

This letter will serve as the official agreement for Alpine Products, Inc., to supply the above mentioned materials at the specified amount in accordance with the bid specifications. Please process delivery of the yellow and white solvent marking paint along with the glass beads as soon as possible. We will contact you when we are ready to take delivery of the water-borne marking paint. We request that you sign, date, and return this letter signifying your acceptance of this award no later than June 20, 2014.

Recommended:

Matt Rasmussen, County Engineer

Fred Bowen, County Administrator

Attest:

Clerk of the Board

Approved:

Chairman

Chairman Pro Tem

Member

I hereby accept this award on behalf of Alpine Products Inc:

By: _____ Title: _____ Date: _____



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

June 4, 2014

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, 2014, Bob Park,
 move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Payroll	60711-60787	\$186,376.23
Direct Deposit		336,117.23
		<u>522,493.46</u>
Benefits	60788-60802	258,465.62
	Total	<u>\$780,959.08</u>
Emergency Mgmt Payroll:		
Payroll	98978-98988	\$3,167.57
Direct Deposit		6,809.38
		<u>9,976.95</u>
Benefits	98989-98997	4,797.70
	Total	<u>\$14,774.65</u>
Irrigation Payroll:		
Payroll	98960-98968	\$5,669.35
Direct Deposit		5,039.52
		<u>10,708.87</u>
Benefits	98969-98976	6,772.55
	Total	<u>\$17,481.42</u>
Grand Total All Payrolls		<u>\$813,215.15</u>

In the total amount of **\$813,215.15** (\$780,959.08+\$14,774.65+\$17,481.42)

The motion was seconded by Bob Park and passed by a vote of 3 to 0.

Matt Beaton
 The attached payroll has been approved by Auditor or Deputy

Julie Jordan
 Payroll Prepared by



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

June 4, 2014

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, 2014 *Beaton*
 move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Road		
Payroll	99171-99187	21,322.66
Direct Deposit		40,584.51
		<u>61,907.17</u>
Benefits	99188-99191	12,176.86
	Total	<u><u>\$74,084.03</u></u>
Motor Vehicle		
Payroll	99153-99166	\$5,369.35
Direct Deposit		6,549.64
		<u>\$11,918.99</u>
Benefits	99167-99170	2,380.23
	Total	<u><u>\$14,299.22</u></u>
Grand Total All Payrolls		<u><u>\$88,383.25</u></u>

In the total amount of **\$88,383.25** (\$74,084.03 + \$14,299.22)

The motion was seconded by *Beaton* and passed by a vote of 3 to 0

Matt Beaton
 The attached payroll has been approved by Auditor or Deputy

Julie Jordan
 Payroll Prepared By Julie Jordan



FRANKLIN COUNTY AUDITOR

Matt Beston, Auditor

6/4/2014

Franklin County Commissioners:

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

Action: As of this date, 6/4/2014

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.

FUND Expenditures	WARRANTS		AMOUNT ISSUED
TRAC Operations Fund	98998	99018	\$13,141.92
Franklin County RV Facility	99019	99021	\$2,052.13
County Roads	99022	99036	\$142,828.94
Solid Waste	99037	-	\$103.77
Motor Vehicle/Public Works	99038	99048	\$13,945.90
Current Expense	99049	99053	\$164,491.28
Planning & Development	99054	-	\$6,270.75
Jail Commissary	99055	99058	\$1,719.43
Ending Homelessness Fund	99059	99060	\$3,965.27
Affordable Housing Fund	99061	-	\$3,599.97
.3% Criminal Justice Const Fnd	99062	99063	\$81,133.97
TRAC Operations Fund	99064	-	\$634.98
Current Expense	99065	99107	\$20,138.44
Current Expense	99108	99114	\$6,840.02
Current Expense	99115	99122	\$8,123.93
Sheriff/Sex Offender Grant	99151	-	\$910.32
Solid Waste	99152	-	\$50,000.00

In the amount of

\$519,901.02

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

Vouchers Audited By : Margaret Mathia



FRANKLIN COUNTY PUBLIC WORKS DEPARTMENT

Matt F. Mahoney, Public Works Director
Matthew S. Rasmussen, PE, County Engineer/Asst. Director

June 4, 2014

MR-14-032

Jim Holland
Western States Equipment Company
2100 Frontier Loop
Pasco, WA 99301

Re: Purchase of motor grader attachments

Dear Mr. Holland,

On May 13, 2014, the Franklin County Board of County Commissioners reviewed quotes for the supply and delivery of two (2) roller/packer motor grader attachments to our Pasco maintenance facility. At that time, your firm was the lowest quote submitted.

After careful review of the submitted quotes, we have determined that the quote submitted by Western States Equipment Company is fair and reasonable and in the best interest of Franklin County.

Therefore, the quote for the two (2) roller/packer motor grader attachments, as outlined in your bid proposal, signed on May 13, 2014, is hereby awarded to Western States Equipment Company of Pasco, Washington, at lump sum price of \$44,115.49, including sales tax.

This letter will serve as the official agreement for Western States Equipment Company to supply the abovementioned equipment at the specified amount in accordance with the information provided to you in our printed instructions to bidders.

Recommended:



Matt Rasmussen, County Engineer



Fred Bowen, County Administrator

Attest:



Clerk of the Board

Approved:



Chairman



Chairman Pro Tem



Member