



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

***MARCH 16, 2016***

---

**CALL TO ORDER**

Commission Chairman, Rick Miller 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.

**PLEDGE OF ALLEGIANCE**

Commissioner Miller led the Pledge of Allegiance.

**Commissioners Present:** Commission Chair Rick Miller, Chair Pro Tem Robert E. Koch and Member Brad Peck

**Staff Present:** County Administrator Keith Johnson, Auditor Matt Beaton, Sheriff Jim Raymond, Director of Finance Tom Westerman, Accounting Supervisor Tim Anderson, Public Works Director Matt Mahoney, County Engineer Craig Erdman and Clerk to the Board Karin Milham

**Public Present:** *Tri-City Herald* Reporter Wendy Culverwell, *KEPR TV Reporter* Nicole Fierro, Lila Trout, Mike McDonald, Debra Carpenter, Home Builders Association Executive Officer Jeff Losey, Bobo McMillan, Grant Shumway, Mike Gammelgard, Carl Leth, Ariel Doughty, Harvey Larson

**APPROVAL OF RESOLUTION 2016-101 AWARDING MAGNESIUM CHLORIDE CONTRACT**

Public Works Director Matt Mahoney addressed the Board recommending Envirotech Services, Inc., be awarded the 2016 Materials Bid for the application of thirty percent (30%) magnesium chloride solution of various county roads.

- ❖ *Commissioner Peck moved to approve Resolution 2016-101 awarding the 2016 Materials Bid for thirty percent (30%) magnesium chloride supply, delivery and application to Envirotech Services, Inc. Commissioner Koch seconded and the motion carried unanimously.*

**APPROVAL OF RESOLUTION 2016-102 APPROVING A PROFESSIONAL SERVICES CONTRACT WITH GOOSE INSURANCE ADMINISTRATIVE SYSTEMS (GOOSE IAS)**

Director of Finance Tom Westerman and Accounting Supervisor Tim Anderson addressed the Board explaining the Affordable Care Act (ACA) has a reporting provision that began in fiscal year 2015. The County's legacy software (AS400) does not produce the 1095 forms or generate the appropriate Internal Revenue Service electronic file forms for the County to remain

Page 1 of 8



FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

**MARCH 16, 2016**

---

compliant with the ACA. Mr. Westerman explained although the new software (OneSolution) will generate the necessary forms and reporting requirements in the future, it has not yet been implemented.

Conover Insurance recommended contracting with Goose IAS to generate the forms necessary for FY2015. Mr. Westerman stated the fiscal impact for generated the forms was \$7,000 and would be expensed via an intra-budget transfer of \$7,000 from the 2016 Current Expense Non-Departmental budget line item (101700/5000 (Contingency) to budget line item 101700 4100 (Professional Services).

- ❖ ***Commissioner Peck moved to approve Resolution 2016-102 authorizing a professional services contract with Goose IAS to provide FY2015 Affordable Care Act reporting and also approval of an intra-budget transfer of \$7,000 from the 2016 current expense non-departmental budget line item the 2016 Current Expense Non-Departmental budget line item (101700/5000 (Contingency) to budget line item 101700 4100 (Professional services). Commissioner Koch seconded and the motion carried unanimously.***

**- INTENTIONALLY LEFT BLANK -**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

REGULAR MEETING MINUTES

*MARCH 16, 2016*

**OFFICE BUSINESS**

*Approval of Fund Expenditure Warrants*

**Franklin County Commissioners:**

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

Action: As of this date, 03/16/2016

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: **00301105 - 00301271** **\$334,751.98**

<b>Fund Expenditures</b>	<b>Amount Issued</b>
CURRENT EXPENSE	\$160,215.58
AUDITOR O & M	\$1,029.36
TRIAL COURT IMPROVEMENT	\$323.30
JAIL COMMISSARY	\$2,177.66
COUNTY ROADS	\$100,458.54
SOLID WASTE	\$458.22
LAW LIBRARY	\$30.66
VETERAN'S ASSISTANCE	\$1,114.00
ENDING HOMELESSNESS	\$2,264.00
TRAC OPERATIONS	\$24,859.91
FRANKLIN COUNTY RV PARK	\$2,645.75
MOTOR VEHICLE	\$39,175.00

In the amount of: **\$334,751.98**

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:  
Kristy Davis

❖ *Commissioner Koch moved to approve Fund Expenditure warrants totaling \$334,751.98. Commissioner Peck seconded and the motion was carried unanimously.*



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

***MARCH 16, 2016***

*Approval of Payroll for Salary Clearing, Emergency Management and Irrigation*

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>Salary Clearing Payroll:</b>		
Payroll	64312-64373	\$ 180,139.35
Direct Deposit		374,196.67
		<hr/> 554,336.02
Benefits	64374-64379	118,052.23
	<b>Total</b>	<b><u>\$ 672,388.25</u></b>
 <b>Emergency Mgmt Payroll:</b>		
Payroll	125339-125344	\$ 3,092.51
Direct Deposit		7,045.49
		<hr/> 10,138.00
Benefits	125345-125348	1,909.54
	<b>Total</b>	<b><u>\$ 12,047.54</u></b>
 <b>Irrigation Payroll:</b>		
Payroll	125327-125334	\$ 3,223.35
Direct Deposit		8,135.00
		<hr/> 11,358.35
Benefits	125335-125338	2,431.36
	<b>Total</b>	<b><u>\$ 13,789.71</u></b>
<b>Grand Total All Payrolls</b>		<b><u>\$ 698,225.50</u></b>

*Approval of Payroll Roster for County Roads and Motor Vehicle*

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Roads</b>		
Payroll	125306-125321	\$ 21,036.83
Direct Deposit		40,091.04
		<hr/> 61,127.87
Benefits	125322-125326	23,887.72
	<b>Total</b>	<b><u>\$ 85,015.59</u></b>
 <b>Motor Vehicle</b>		
Payroll	125291-125300	\$ 4,081.41
Direct Deposit		4,967.54
		<hr/> 9,048.95
Benefits	125301-125305	2,827.06
	<b>Total</b>	<b><u>\$ 11,876.01</u></b>
<b>Grand Total All Payrolls</b>		<b><u>\$ 96,891.60</u></b>



FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

*MARCH 16, 2016*

---

- ❖ *Commissioner Koch moved to approve warrants audited and certified by the auditing officer and prepared for the week of March 16, 2016 for payment of payroll totaling \$698,225.50 and payroll for County Roads and Motor Vehicle totaling \$96,891.60. Commissioner Peck seconded and the motion carried unanimously.*

*Approval of Consent Agenda*

- Resolution 2016-103 Authorizing Approval of Extended Service Agreement for X-Ray Machines with Astrophysics, Inc
- Resolution 2016-104 Executing First Amendment for Greater Columbia Behavioral Health Agreement BFCRUP15-01
- Resolution 2016-105 Awarding a Public Works Contract for Janitorial Services to Personal Touch Cleaning Inc.
- Resolution 2016-106 Execution of a Professional Services Agreement with Deric Orr for Public Defense Services
- Resolution 2016-107 Execution of a Professional Services Agreement with Shane M. Silverthorn for Public Defense Services
- Resolution 2016-108 Execution of a Professional Services Contract with Shelly Ajax for Public Defense Services
- Resolution 2016-109 Executing Grant Agreement 2060-2016-CAC with Benton-Franklin Counties Human Services and Benton Franklin Community Action Committee
- Resolution 2016-110 Executing First Amendment for Greater Columbia Behavioral Health Agreement BFCRUS15-01
- Resolution 2016-111 Executing a First Amendment to Agreement 15-16-SA-CDHS-00 with Comprehensive- Pasco, FC **Resolution 2015-373**



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

***MARCH 16, 2016***

---

- Resolution 2016-112 Approval of 2015-2016 Agreement Between Benton- Franklin Counties and Teamsters Local 839, Representing the Juvenile Detention Unit
- Resolution 2016-113 Executing a First Amendment to Agreement 15-16 -SA-SCC-00 with Somerset Counseling Center
- Resolution 2016-114 Executing a First Amendment to Agreement 15-16-SA-NECC-00 with Nueva Esperanza Counseling Center
- Resolution 2016-115 Executing a First Amendment to Agreement 15-16SA-FSCCS-00 with First Steps Community Counseling Services
- Resolution 2016-116 Interlocal Agreement with Franklin County and Cities of Pasco, Mesa, Kahlotus to Provide Housing and Assistance Programs for the Homeless
- Resolution 2016-117 Approval of an Addendum to Federal Lands Access Program Project with Western Federal Lands Highway Division
- Resolution 2016-118 Approving Issuance of Letter to Baker Boyer Bank Regarding New Waste Landfill
- Resolution 2016-119 Executing a Second Amendment to Agreement 15-16-SA-IBP-00 between Benton - Franklin Counties Human Services and Ideal Balance PLLC.
- December 2, 2015 Commissioners' Meeting Minutes
- January 20, 2016 Commissioners' Meeting Minutes
- February 25, 2016 Special Bi County Commissioners' Meeting Minutes
  
- ❖ ***After verifying the Consent Agenda item regarding Agreement 15-16-SA-IBP-00 was just a company name change, Commissioner Peck moved approve the Consent Agenda. Commissioner Koch seconded and motion carried unanimously.***



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

***MARCH 16, 2016***

---

**COUNTY ADMINISTRATOR KEITH JOHNSON**

- **Franklin County Economic Development Plan Update:** Franklin County Administrator Keith Johnson explained the Franklin County Economic Development Plan had previously been brought before the Board as a draft. Although there was not a deadline for approving the plan, staff felt the sooner the plan was approved, the better.

Commissioner Peck asked if City of Pasco and Port of Pasco had weighed in on the revision to plan. Commissioner Koch also felt the City and the Port should see the plan.

Mr. Johnson stated he would keep the Board informed and bring back for approval when appropriate.

- **TRAC Facility Improvements – Concrete Flooring:** Mr. Johnson stated he had met with the Home Builders Association Executive Officer Jeff Losey and discussed installing a concrete flooring at TRAC. During that meeting, Mr. Losey stated other venues had installed concrete flooring and continued to host rodeo events.

There was extensive discussion regarding whether dirt flooring or concrete flooring would be most effective for the County, its citizens, users of the facility and TRAC. Mr. Losey spoke in favor of a concrete or sturdy floor while Bobo McMillan spoke against anything but dirt flooring. Several scenarios and alternatives were discussed including portable flooring. The consensus was portable flooring would meet the needs of the users of TRAC.

After hearing both sides, the consensus of the Board was no concrete floor would be installed at this time.

**EXECUTIVE SESSION**

*RCW 42.30.110 (1) (i) Potential Litigation Matter*

Commissioner Miller recessed into Executive Session at 10:54 a.m., to discuss a potential litigation matter with possible action. Executive Session was expected to last ten (10) minutes.



**FRANKLIN COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES**

***MARCH 16, 2016***

---

**RECONVENE**

Commissioner Miller reconvened the Regular meeting at 11:05 a.m.

- ❖ *Commissioner Peck moved to approve a settlement agreement between Maureen Astley and Franklin County and further authorized the Board Chair to sign the agreement on behalf of the County. Commissioner Koch seconded the motion and carried unanimously.*

**ADJOURN**

With no further business to bring before the Board, the meeting was adjourned at 11:15 a.m.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

  
\_\_\_\_\_  
Rick Miller, Board Chair

  
\_\_\_\_\_  
Robert Koch, Chair Pro Tem

  
\_\_\_\_\_  
Brad Peck, Member

**ATTEST:**

  
\_\_\_\_\_  
Clerk to the Board