



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

REGULAR MEETING MINUTES

MAY 4, 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.

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

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Auditor Matt Beaton, Human Resources Carlee Nave, Civil Deputy Prosecuting Attorney Tim Dickerson, Public Works Director Matt Mahoney, County Engineer Craig Erdman and Assistant to the Administrator Sherrie Young

Public Present: Kris Kennedy, ALTC Council Member Frances Beltran, Aging and Long Term Care (ALTC) Council Member Caprice Dehart and Andrew Tom with James A. Sewell & Associates

PLEDGE OF ALLEGIANCE

Commissioner Miller led the Pledge of Allegiance.

FRANKLIN COUNTY OLDER AMERICANS MONTH 2016 PROCLAMTION

Commissioner Miller acknowledged ALTC Council Members Ms. Frances Beltran and Ms. Caprice Dehart in the audience. After concurrence from the Commissioners Peck and Koch, removed Consent agenda item number twelve (12) entitled "Older Americans Month Proclamation" from the Consent Agenda and asked County Administrator Keith Johnson to read the proclamation into the record.

Mr. Johnson read the Proclamation into the record as follows:

***Franklin County Proclamation
Older Americans Month 2016***

Whereas, Franklin County is a community that includes a community of 11,001 older Americans who deserve recognition for their contributions to our nation; and

Whereas, Franklin County, Washington recognizes that older adults are trailblazers, advocating for themselves, their peers and their communities, paving the way for future generations; and

Whereas, Franklin County, Washington is committed to raising awareness about issues facing older Americans and helping all individuals to thrive in communities of their choice for as long as possible; and

Whereas, we appreciate the value of inclusion and support in helping older adults successfully contribute to and benefit from their communities; and



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Whereas, our community can provide opportunities to enrich the lives of individuals of all ages by:

Promoting and engaging in activity, wellness and social involvement

Emphasizing home and community based services that support independent living

Ensuring community members can benefit from the contributions and experience of older adults.

Now Therefore, the Board of County Commissioners of Franklin County, Washington, do hereby proclaim May 2016 to be Older Americans Month and urges every resident to take time this month to acknowledge older adults and the people who serve them as powerful and vital individuals who greatly contribute to our community.

Dated this 4th day of May, 2016.

- ❖ ***Commissioner Peck moved to approve the proclamation declaring May 2016 as “Older Americans Month.” Commissioner Robert E. Koch seconded and the motion carried unanimously.***

Ms. Beltran and Ms. Dehart thanked the Board for acknowledging May 2016 as Older Americans Month and asked that the “Older Americans Month” flier be displayed as appropriate at the Courthouse.

ADOPTING BEREAVEMENT LEAVE POLICY

Human Resources Director Carlee Nave addressed the Board stating Mr. Johnson had asked that a bereavement policy be researched and brought to the Board for consideration. Currently, bereavement is allowed through the use of sick leave by three (3) bargaining units and four bargaining units have actual bereavement leave. She explained the language in this policy being presented was very standard and allowed for verification by department managers if necessary.

- ❖ ***After discussion of the ever-expanding definition of “family,” and to whom the policy would extend, Commissioner Koch moved to approve Resolution 2016-178 adopting the Franklin County Bereavement Leave Policy. Commissioner Peck seconded and the motion carried unanimously.***

**PROPOSED BASIN CITY WATER/SEWER DISTRICT COMMUNITY DEVELOPMENT
BLOCK GRANT**

Public Works Director Matt Mahoney explained the Community Development Block Grant (CDBG) Program improves the economic, social and physical environment of eligible rural cities and counties to enhance the quality of life for low-income and moderate-income residents, as well as assisting the entire community.



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He explained staff was asking for authorization to schedule a Public Hearing regarding CDBG grant May 18, 2018 at 9:00 a.m., or as soon after as possible.

- ❖ ***Commissioner Peck moved to authorize staff to schedule a public hearing regarding the Basin City Water/Sewer District Community Development Block Grant. Commissioner Koch seconded and the motion carried unanimously.***

AWARDING 2016 TRAFFIC MARKING PAINT & MATERIALS BID TO ALPINE PRODUCTS, INC., OF AUBURN, WASHINGTON

Public Works Director Matt Mahoney stated bids were in regarding the 2016 Traffic Marking Paint and Materials for Road Maintenance and recommended Alpine Products, Inc., of Auburn, Washington.

There was discussion of including a “not to exceed” clause for the project. Mr. Mahoney stated approval from the Board would be obtained before allowing the project to exceed the bid amount.

- ❖ ***Commissioner Koch moved award the 2016 Traffic Marking Paint and Materials for Road Maintenance to Alpine Products, Inc., of Auburn, Washington. Commissioner Peck seconded and the motion carried unanimously.***

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REGULAR OFFICE BUSINESS

Approval of Fund Expenditure Warrants and Payroll

Franklin County Commissioners:

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

Action: As of this date, 05/04/2016 Brend Peck

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: 00302909 - 00303050 \$488,105.04

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$378,223.19
AUDITOR O & M	\$427.08
SUPPLEMENTAL PRESERVATION	\$439.43
CRIME VICTIMS WITNESS	\$3,262.10
COURTHOUSE FACILITATOR	\$75.91
ENHANCED 911	\$962.82
COUNTY ROADS	\$2,783.30
SOLID WASTE	\$70.57
VETERAN'S ASSISTANCE	\$5,273.56
ENDING HOMELESSNESS	\$22,769.81
AFFORDABLE HOUSING	\$33,991.30
CAPITAL PROJECTS FUND	\$13,299.11
TRAC OPERATIONS	\$17,659.84
FRANKLIN COUNTY RV PARK	\$1,610.44
MOTOR VEHICLE	\$7,246.58

In the amount of: \$488,105.04

The motion was seconded by: *B. Koch*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *Matt Beaton*

The attached vouchers have been approved by Auditor or Deputy: Matt Beaton

Vouchers Audited By: *Kristy Davis*
Kristy Davis

- ❖ *Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of May 4, 2016 for payment of payroll totaling \$488,105.04. Commissioner Koch seconded and the motion was unanimously carried.*



**FRANKLIN COUNTY, WASHINGTON
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May 4, 2016

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, May 4, 2016 Beck
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Payroll	64531-64585	\$ 200,357.62
Direct Deposit		<u>358,982.83</u>
		559,340.45
Benefits	64586-64596	<u>338,862.96</u>
	Total	\$ <u>898,203.41</u>
Emergency Mgmt Payroll:		
Payroll	125552-125561	\$ 4,203.23
Direct Deposit		<u>6,334.77</u>
		10,538.00
Benefits	125562-125571	<u>6,432.81</u>
	Total	\$ <u>16,970.81</u>
Irrigation Payroll:		
Payroll	125572-125579	\$ 4,320.84
Direct Deposit		<u>6,797.51</u>
		11,118.35
Benefits	125580-125587	<u>7,261.13</u>
	Total	\$ <u>18,379.48</u>
Grand Total All Payrolls		\$ <u>933,553.70</u>

In the total amount of **\$933,553.70** (\$898,203.41 + \$16,970.81 + \$18,379.48)

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

Jeff A. Trumbach
The attached payroll has been approved by Auditor or Deputy

Melissa Olheiser
Payroll Prepared by Melissa Olheiser

- ❖ **Commissioner Peck moved to approve Salary Clearing payroll, Emergency Management payroll and Irrigation Payroll totaling \$933,553.70 Commissioner Koch seconded and the motion was carried unanimously.**



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May 4, 2016

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, May 4, 2016 Burd Peck
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Payroll	125588-125603	\$ 21,075.22
Direct Deposit		<u>40,799.86</u>
		61,875.08
Benefits	125604-125607	14,178.80
	Total	<u>\$ 76,053.88</u>
Motor Vehicle		
Payroll	125608-125617	\$ 4,084.93
Direct Deposit		<u>4,934.16</u>
		9,019.09
Benefits	125618-125621	2,143.03
	Total	<u>\$ 11,162.12</u>
Grand Total All Payrolls		<u>\$ 87,216.00</u>

In the total amount of **\$87,216.00** (\$76,053.88 + \$11,162.12)

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

Jeff A. Burckhard
The attached payroll has been approved by Auditor or Deputy

Melissa Orlin
Payroll Prepared By Melissa Orlin

❖ **Commissioner Peck moved to approve County Roads and Motor Vehicle payroll totaling \$87,216.00 Commissioner Koch seconded and the motion was carried unanimously.**



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Approval of Consent Agenda

- Resolution 2016-180 Authorizing the Treasurer's office to Dispose of Surplus Property
- Resolution 2016-181 Approval of Rural Arterial Program Project Agreement for Construction Proposal with Washington State County Roads Project 605
- Resolution 2016-182 Approving Professional Services Agreement with Attorney Danielle Purcell to Represent Indigent Persons for Conflict-overflow in Juvenile Court
- Resolution 2016-183 Approving Professional Services Agreement with Attorney Laura Mapes to Represent Indigent Persons for Conflict-overflow in Superior Court
- Resolution 2016-184 Surplus Declaration and Authorization for Disposal of County Property (Motor Vehicle)
- Resolution 2016-185 Authorizing the Public Works Department to Procure a 2016 Chevrolet Silverado 3500 Cab and Chassis
- Resolution 2016-186 Authorizing TRAC to Dispose of Surplus Property
- Approval of February 3, 2016 Minutes
- Approval of April 6, 2016 Minutes
- Approval of Special Bi-County Meeting April 25, 2016 Minutes
- Approval of April 27, 2016 Minutes

❖ ***Commissioner Peck moved to approve the Consent Agenda. Commissioner Koch seconded and motion unanimously.***

Commissioner Peck stated he had spoken with Ms. Linda Bergstrom and she asked that he pass along her sincerest gratitude and appreciation for the funding for the Aviation Museum which was approved during a recent Board meeting. As a result, an anonymous donor had matched the County's funding bringing the total donated to \$20,000.



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ADMINISTRATION OFFICE BUSINESS

Upcoming Expiration of Bi-County Contracts: Mr. Johnson stated some Bi-County contracts will be expiring June 30, 2016. This creates the question of Franklin County's obligation and intent to provide these services, should Benton County move toward splitting services.

He explained Benton Franklin Human Services is having difficulty retaining employees and a harder time recruiting employees to replace those who have resigned. Public perception is that the Counties are headed toward splitting all services. Mr. Johnson felt Franklin County should be proactive rather than reactive as was the case with Office of Public Defense.

Commissioner Miller didn't feel there was anything to be concerned with regarding the Counties splitting. Commissioner Peck and Koch disagreed and felt even if there was a small chance of a split, Franklin County needed to be ready to operate its own human services departments.

EXECUTIVE SESSION

RCW 43.30.110(1)(g)

Evaluation of Qualifications of an Applicant

Commissioner Miller recessed into Executive Session for discussion to evaluate qualifications of an applicant. The discussion was anticipated to last fifteen (15) minutes with no action expected.

RECONVENED

Commissioner Miller reconvened the Regular meeting at 10:07 a.m.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 10:08 a.m.

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

Rick Miller - Absent

Rick Miller, Chair



Robert Koch, Chair Pro Tem



Brad Peck, Member

ATTEST:



Clerk to the Board