



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

REGULAR MEETING MINUTES

JUNE 15, 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, Prosecuting Attorney Shawn Sant, Senior Deputy Prosecuting Attorney Janet Taylor, Superior Court Administrator Pat Austin, County Clerk Mike Killian, Chief Deputy for Clerk Ruby Ochoa, Human Resources Director Carlee Nave, Chief Deputy for Treasurer Andrew Hicks, Public Works Director Matt Mahoney, and Assistant to the Administrator Sherrie Young.

PLEDGE OF ALLEGIANCE

Commissioner Miller led the Pledge of Allegiance.

**REQUEST FOR APPROVAL OF CHANGE OF STATUS FOR TWO
SUPERIOR COURT DEPUTIES**

County Clerk Mike Killian and Chief Deputy County Clerk Ruby Ochoa presented the Board with a request to change the status of two Superior Court Deputies.

After extensive discussion of past procedures related to the process of hiring, then changing the status of a newly hired employee, Commissioner Koch suggested a policy be written to avoid issues in the future.

- ❖ ***Commissioner Koch moved to approve the change of status for both employees.
Commissioner Brad Peck seconded and the motion was carried unanimously.***

The Commissioners thanked Mr. Killian and Ms. Ochoa for submitting detailed information on this subject.



**FRANKLIN COUNTY, WASHINGTON
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OFFICE BUSINESS

Approval of Fund Expenditure Warrants

6/15/2016

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.090 expense reimbursement claims.

Action: As of this date, 6/15/2016

J. Koch

Move that the following warrants be approved for payment:

Certified by RCW 42.24.090, have been recorded on a filing, which has been sent to the board members.

Warrants \ Check Numbers:	00304123 - 304215	\$ 251,504.40
Department of Revenue Tax Remittance		7,698.78
		<u>\$ 259,203.18</u>

Fund Expenditures	Checks	Dept of Revenue Tax Remittance	Amount issued
Current Expense	\$ 102,795.39	\$ 3,854.77	\$ 106,650.16
Auditor O & M	\$ -	\$ 156.39	\$ 156.39
Boating Safety Fund	117.27	0.99	118.26
Sheriff Sex Offender Grant	66.51	-	66.51
County Roads	65,369.15	-	65,369.15
Solid Waste	73.77	3,615.18	3,688.95
Rental Car Excise Tax	23,910.12	-	23,910.12
Veteran's Assistance	1,459.23	-	1,459.23
Capital Projects Fund	1,456.56	-	1,456.56
Trac Operations	-	54.78	54.78
Criminal Justice 003 Const Fnd	206.88	-	206.88
Franklin County RV Park	20,896.50	8.24	20,844.74
Motor Vehicle	35,213.00	8.43	35,221.43
	<u>\$ 251,504.38</u>	<u>\$ 7,698.78</u>	<u>\$ 259,203.16</u>

In the amount of: \$ 259,203.16

The motion was seconded by: *Bob Peck*

And passed by a vote of: 3 to 0

Reviewed by County Administrator: *Jeff Burckhard*

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

-Vouchers Audited By:
Kristy Davis
Kristy Davis

❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of June 15, 2016 for payment of payroll totaling \$259,203.16. Commissioner Peck seconded and the motion was unanimously carried.*



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Approval of Consent Agenda

- Resolution 2016-245 Approving Amendment Number 1 to DSHS Agreement Number 1563-44727, between Developmental Disabilities Administration and Benton and Franklin Counties Department of Human Services
 - Resolution 2016-246 Approving Second Amendment to Contract with Jeanette M. Griffin, *dba*, Jet Computer Support
 - Resolution 2016-247 Approving First Amendment to Agreement CHG-CAC-TANF-2016 between Benton-Franklin Human Services and Benton-Franklin Community Action Committee
 - Resolution 2016-248 Approving First Amendment to Agreement Number CHG-COC-HEN-2016 between Benton-Franklin Human Services and Benton-Franklin Community Action Committee
 - Resolution 2016-249 Accepting Software Maintenance Quote from Hexagon for Computer-Aided Design and Mobile Systems for Franklin County Dispatch
 - Resolution 2016-250 Approving License Renewal Agreement between Franklin County and King County for 911 Dispatch
 - Resolution 2016-251 Authorizing Clerk's Office to Lease One Copier from Abadan through Contract 3091-06614
 - Resolution 2016-252 Requesting Approval to Purchase a Larger Safe for the Treasurer's Office
- ❖ *Commissioner Peck moved to approve the Consent Agenda. Commissioner Koch seconded and motion was carried unanimously.*



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ADMINISTRATIVE OFFICE BUSINESS

- County Administrator Keith Johnson explained County Engineer Craig Erdman had been acting as Assistant Public Works Director for over a year and felt it was time to make the promotion permanent. He presented the Board with the documents finalizing the promotion for County Engineer Craig Erdman to Assistant Public Works Director.

❖ *Commissioner Peck moved for approval the change of status for Craig Erdman to Assistant Public Works Director. Commissioner Koch seconded and the motion carried unanimously. Resolution 2016-254-A*

- Mr. Johnson asked for Board approval to close the Public Works office at 3:00pm, Monday, June 20, 2016 so staff could attend the funeral for long time employee Steve Waters.

After discussion, the Board agreed it would be appropriate to close the office so employees could attend the funeral.

- Mr. Johnson and Superior Court Administrator Pat Austin presented the Board with a joint resolution for a Drug Court Administrator. A position was budgeted in the past but was cut and the position was dissolved. Ms. Austin stated there was a great need for this position.

❖ *Commissioner Peck moved to approve the joint resolution establishing the Drug Court Administrator classification description and salary grade as presented by the County Administrator. Commissioner Koch seconded and the motion was carried unanimously. Resolution 2016-253*

EXECUTIVE SESSION

RCW 42.30.140(4) Discussion of Contract Negotiations

Commissioner Miller recessed into Executive Session at 9:38 a.m., for a discussion on Contract Negotiations. Executive Session was expected to last thirty minutes with no action expected.



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RECONVENE

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

RECESS

Commissioner Miller recessed for five minutes at 10:10 a.m.

RECONVENE

Commissioner Miller reconvened the Regular meeting at 10:18 a.m.

EXECUTIVE SESSION

RCW 42.30.110 (1)(i) Discussion of Potential Litigation Matter

Commissioner Miller recessed into Executive Session at 10:18 a.m., for a discussion on Potential Litigation Matter. Executive Session was expected to last thirty minutes with no action expected.

EXECUTIVE SESSION EXTENDED

Commissioner Miller reconvened the Regular meeting at 10:50 a.m., announcing Executive Session would be extended for another twenty minutes at 10:50 a.m.

RECONVENE

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

EXECUTIVE SESSION

RCW 42.30.140(4) Discussion of Contract Negotiations

Commissioner Miller recessed into Executive Session at 11:05 a.m., for a discussion on Contract Negotiations. Executive Session was expected to last fifteen minutes with no action expected.



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JUNE 15, 2016

RECONVENE

Commissioner Miller reconvened the Regular meeting at 11:20 a.m. with no action taken.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 11:20 a.m.

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

Handwritten signature of Rick Miller in blue ink.

Rick Miller, Chair

Handwritten signature of Robert Koch in blue ink.

Robert Koch, Chair Pro Tem

Handwritten signature of Brad Peck in blue ink.

Brad Peck, Member

ATTEST:

Handwritten signature of Karin Melham in blue ink.

Karin Melham
Clerk to the Board