



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

AGENDA

Regular Board Meeting
Wednesday, April 12, 2017
1016 North 4th Avenue

Franklin County Courthouse, Commissioners' Meeting Room
Pasco, Washington

The Board of Commissioners may add, delete, postpone or alter the order of the agenda, with the exception of Public Hearings, which will not start before the time indicated, per *RCW 42.30.060*.

- 9:00 am** **CALL TO ORDER**
- 9:00 am** **PLEDGE OF ALLEGIANCE**
- 9:00 am – 9:10 am** **APPROVING NEW SALARY SCHEDULE FOR SHERIFF**
Presented by Sheriff Raymond and Administrator Keith Johnson
(Resolution 2017-95 upon approval)
- 9:10 am – 9:20 am** **REMOVAL OF CERTAIN ELECTED OFFICIALS FROM**
COUNTY SALARY MATRIX and ESTABLISHING APPROVED
COMPENSATION FOR 2018
Presented by Administrator Keith Johnson and Human Resources
Director Carlee Nave
(Resolution 2017-96 and 2017-97 upon approval)
- 9:20 am - 9:25 am** **PUBLIC COMMENT**
- 9:25 am - 9:30 am** **OFFICE BUSINESS**
1. Approval of Payroll Rosters
 2. Approval of Warrant Registers
 3. Approval of Consent Agenda

CONSENT AGENDA: Items listed under the Consent Agenda are considered routine and will be enacted by one vote of the Board of Commissioners. Consent Agenda items may be modified, or moved from the Consent Agenda to the Regular Agenda for separate consideration, by majority consent of the Board of Commissioners.

1. Resolution 2017-98 Approval of a Professional Services Contract PSC-2016-17 Shelter Plus Care-LCC-00
2. Ordinance 02- 2017- Approval to Rescind Section 14 of Firearms Penalty of Ordinance 25-2002
3. Ordinance 03-2017- Approval to Rescind Section 27 of Weapons of the Franklin County Ordinance 5-1988
4. February 8, 2017 Commissioners' Meeting Minutes
5. March 29, 2017 Commissioners' Meeting Minutes
6. April 5, 2017 Commissioners' Meeting Minutes

9:30 am - 9:45 am ADMINISTRATION OFFICE BUSINESS

1. Request for additional staff person in County Administration (Resolution 2017-99)
2. Discussion of County-wide job description and compensation survey

Executive Session (if necessary)

9:45 am - 9:50 am PUBLIC COMMENT

9:50 am ADJOURN



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
APRIL 12, 2017**

CALL TO ORDER

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 and Member Rick Miller; Chair Pro Tem Brad Peck was excused.

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Human Resources Director Carlee Nave, County Clerk Mike Killian, Chief Deputy Treasurer Andrew Hicks, Administrative Assistant to Auditor Suleima Guzman, Chief Deputy Assessor Piper Mitchell, Deputy Prosecuting Attorney Teresa Chen, and Clerk to the Board Karin Milham.

PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance.

APPROVING NEW SALARY SCHEDULE FOR SHERIFF

County Administrator Keith Johnson presented the Board with Resolution 2017-95 to remove the Sheriff from the Non-Bargaining Salary Matrix and place him on a ten percent above Grade 20 Step 7 of the Sheriff's Non-Bargaining Salary Matrix.

After brief discussion the Commissioners moved forward with a motion.

- ❖ *Commissioner Miller moved to approve Resolution 2017-95 removing the Sheriff from the Non-Bargaining Salary Matrix and placing him on a ten percent (10%) above Grade 20 Step 7 of the Sheriff's Non-Bargaining Salary Matrix. Commissioner Koch seconded and the motion was approved 2:0.*

REMOVAL OF CERTAIN ELECTED OFFICIALS FROM COUNTY SALARY MATRIX AND ESTABLISHING APPROVED COMPENSATION FOR 2018

Mr. Johnson recommended rescinding Resolution 2007-686 and re-establishing a salary matrix for the Auditor, Assessor, Clerk, Coroner, Treasurer, and Sheriff.

Mr. Johnson also recommended Resolution 2017-97 approving of 2018 Salaries for Auditor, Assessor, Clerk, Coroner, Treasurer and Sheriff for 2018.

- ❖ *After brief discussion, Commissioner Miller moved to approve Resolution 2017-96, Policy for Establishment of Franklin County Elected Official Salaries and Rescind Resolution 2007-686, approve Resolution 2017-97 for 2018 Salaries for Auditor, Assessor, Clerk, Coroner, Treasurer and Sheriff for 2018. Commissioner Koch seconded the motion carried 2:0.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
APRIL 12, 2017**

OFFICE BUSINESS

Approval of Fund Expenditure Warrants

04/12/2017

Franklin County Commissioners:

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

Action: As of this date, 04/12/2017



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: 00316650 - 00316763 \$183,570.34

<u>Fund Expenditures</u>	<u>Amount Issued</u>
CURRENT EXPENSE	\$131,190.64
ELECTION EQUIP REVOLVING	\$577.34
BOATING SAFETY	\$99.07
COUNTY ROADS	\$85,347.75
SOLID WASTE	\$1,022.90
VETERAN'S ASSISTANCE	\$5,012.87
ENDING HOMELESSNESS	\$2,775.86
TRAC OPERATIONS	\$1,771.21
MOTOR VEHICLE	\$5,778.70

In the amount of: \$183,570.34

The motion was seconded by: 

And passed by a vote of: 2 to 0

Reviewed by the County Administrator: 


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


Vouchers Audited By:
Maisey Stein

❖ *Commissioner Miller moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of April 12, 2017 for payment of payroll totaling \$183,570.34. Commissioner Koch seconded and the motion was carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
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Approval of County Roads and Motor Vehicle Payroll

April 12, 2017

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, April 12, 2017, Per move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Net Payroll Checks	00316463-00316464	\$ 2,627.76
Net EFT Payroll Checks	00003996-00004029	48,266.85
Deduction and Contribution Checks	00316605-00316612	37,773.59
	Total	\$ 88,668.20
 Motor Vehicle		
Net Payroll Checks	00316465	\$ 1,343.14
Net EFT Payroll Checks	00004030-00004033	5,281.93
Deduction and Contribution Checks	00316613-00316616	4,739.89
	Total	\$ 11,364.96
Grand Total All Payrolls		\$ 100,053.16

In the total amount of **\$100,053.16** (\$88,668.20 + \$11,364.96)

The motion was seconded by Per and passed by a vote of 2 to 0

Jess A. Buckland
The attached payroll has been approved by Auditor or Deputy

Kristy Davis
Payroll Prepared By Kristy Davis

❖ *Commissioner Miller moved to approve County Roads and Motor Vehicle payroll totaling \$100,053.16. Commissioner Koch seconded and the motion was carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
APRIL 12, 2017**

Approval of Consent Agenda

- Resolution 2017-98 Approval of a Professional Services Contract PSC-2016-17 Shelter Plus Care-LCC-00
- Ordinance 02- 2017- Approval to Rescind Section 14 of Firearms Penalty of Ordinance 25-2002
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- April 5, 2017 Commissioners' Meeting Minutes
- ❖ ***Commissioner Miller moved to approve the Consent Agenda. Commissioner Koch seconded and the motion was carried.***

ADMINISTRATION OFFICE BUSINESS

- County Administrator Keith Johnson presented the Board with a request for additional administrative staff in the Administrators' and Commissioners' office. Because of the large workload, it requires the current staff to work overtime and accrue comp time on a regular basis.

The Board of Equalization was a large task this past year with many petitions requiring a timely response and setting up hearings which required an extensive amount of time.

We also have a liability of records that need purging in effort to keep in compliance with the Public Records Act. Commissioner Koch agreed that the Administrative Office needed a permanent Public Records staff member to keep up with the many requests.

- ❖ ***Commissioner Miller moved to approve Resolution 2017-99 Approval for additional office assistant in the Commissioners' Office and Administration. Commissioner Koch seconded and the motion carried 2:0.***



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

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- Mr. Johnson discussed some ways in which he and Human Resources Director Carlee Nave could complete the County-wide job description and compensation survey the Commissioners had requested. It has been a number of years since the Haygroup study had been done and it requires review and changes. Ms. Nave put together a proposal to engage the services of a consultant to help us acquire the data that is needed to make necessary changes.

Commissioner Koch and Commissioner Miller agreed and gave Mr. Johnson permission to move forward with this task.

- Benton-Franklin Counties Human Services Director Kyle Sullivan met with the Benton County Board yesterday and reported his findings to the Franklin County Board. Mr. Sullivan spoke with Benton County Commissioner Jerome Delvin and Kadlec Regional Medical Center's Chief Operating Officer Lane Savitch. Mr. Savitch suggested that Kadlec and other area hospitals would like to offer help in the process of finding a way to work with Mr. Weaver and Mr. Evans to assist with the Mental Healthcare proposals. Mr. Savitch is scheduled to introduce his proposal at Benton County's next Commissioner Meeting. Mr. Savitch would also like the opportunity to present his proposition to Franklin County Commissioners in the near future. Commissioner Miller and Commissioner Koch agreed that they would like to hear Mr. Savitch's suggestions.

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PUBLIC COMMENT

Mr. Hector Alamillo inquired of his continued request to control the speeding problem on Wernett Road. Commissioner Koch assured him that Public Works has not forgotten about this problem.

Commissioner Koch explained that progress on Wernett Road had been delayed due to the immediate attention County roads needed because of the extensive damage winter weather and flooding caused County-wide.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 9:41 a.m.

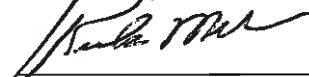
**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**



Robert Koch, Chair



Brad Peck, Chair Pro Tem



Rick Miller, Member

ATTEST:


Karin Milham
Clerk to the Board