



FRANKLIN COUNTY

BOARD OF COMMISSIONERS

BRAD PECK
DISTRICT 1

ROBERT E. KOCH
DISTRICT 2

RICK MILLER
DISTRICT 3

AGENDA

Regular Board Meeting
Wednesday, May 03, 2017
TRAC Center
6600 Burden Blvd.
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 – 9:05 am** **PUBLIC COMMENT**
- 9:05 am – 9:10 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 2017-119 Professional Services Contract with Christine Bennett for Services in Franklin County Superior Court
2. Resolution 2017-120 Letter to Baker Boyer National Bank Regarding New Waste Landfill - Post-Closure Trust

3. Resolution 2017-121 Awarding County Road Improvement 2017-04 Crack Sealing County Wide to Construction Ahead, Inc. dba Pavement Surface Control
4. Resolution 2017-122 Agreement with CGI Communications for Franklin County Marketing Video

9:10 am - 9:15 am ADMINISTRATION OFFICE BUSINESS

1. Office Business
Executive Session (if necessary)

9:15 am - 9:20 am PUBLIC COMMENT

9:20 am WORKSHOP
Observation tour of TRAC and RV Park Facilities and a Discussion of Strategic Goals and Objectives for the Future

ADJOURN



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

CALL TO ORDER

Commission Chairman Robert Koch called the Franklin County Commissioners' Regular Board Meeting to order at 9:00 a.m., at the TRAC Center, 6600 Burden Blvd. Pasco, Washington.

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

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Auditor Matt Beaton, TRAC General Manager Tom French, TRAC Finance Manager Tiffany Coffland, TRAC Sales Manager Diana Brown, TRAC Event Manager George Rodriguez, and Clerk to the Board Karin Milham

PLEDGE OF ALLEGIANCE

Commissioner Koch led the Pledge of Allegiance

PUBLIC COMMENT

Mr. Ed Schultz voiced his concerns about the RV Park and the TRAC facilities. Mr. Schultz mentioned that the facilities were not cleaned up after livestock events, having trouble with WiFi, the water hydrants need to be replaced, and the RV Manager was not professional when dealing with the public.

Mr. Richard Monlux expressed his concerns with those affiliated with the Hockey Association and causing damage to the facility. He suggested some other uses of the Pavilion after the lease has ended.

Left Blank Intentionally



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

OFFICE BUSINESS

Approval of County Roads and Motor Vehicle Payroll

May 3, 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, May 3, 2017
move that the following warrants be approved for payment.

Ben Peck

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
County Roads		
Net Payroll Checks	00317786-00317787	\$ 2,517.08
Net EFT Payroll Checks	00004557-00004589	46,716.77
Deduction and Contribution Checks	00317941-00317949	37,507.68
	Total	\$ 86,741.53
Motor Vehicle		
Net Payroll Checks	00317788	\$ 1,345.66
Net EFT Payroll Checks	00004590-00004594	5,889.36
Deduction and Contribution Checks	00317950-00317953	5,346.44
	Total	\$ 12,581.36
Grand Total All Payrolls		\$ 99,322.89

In the total amount of **\$99,322.89** (\$86,741.53 + \$12,581.36)

The motion was seconded by *Ben* and passed by a vote of _____ to _____.

Mow
The attached payroll has been approved by Auditor or Deputy

Kristy Davis
Payroll Prepared By Kristy Davis

- ❖ **Commissioner Peck moved to approve County Roads and Motor Vehicle payroll totaling \$99,322.89. Commissioner Miller seconded and the motion was carried.**



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

Salary Clearing, Emergency Management and Irrigation

May 3, 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, May 3, 2017
move that the following warrants be approved for payment.

Paul Peck

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00317671-00317695	\$ 18,984.51
Net EFT Payroll Checks	00004316-00004652	374,984.84
Deduction and Contribution Checks	00317714-00317733	529,349.91
	Total	\$ 923,319.26
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00004553-00004556	\$ 6,602.24
Deduction and Contribution Checks	00317896-00317713	11,330.73
	Total	\$ 17,932.97
	Grand Total All Payrolls	\$ 941,252.23

In the total amount of **\$941,252.23** (\$923,319.26 + \$17,932.97)

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

Mark Peck
The attached payroll has been approved by Auditor or Deputy

Kristy Davis
Payroll Prepared by Kristy Davis

- ❖ *Commissioner Peck moved to approve Salary Clearing payroll, Emergency Management payroll and Irrigation Payroll totaling \$941,252.23. Commissioner Miller seconded and the motion was carried.*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

Approval of Fund Expenditure Warrants

05/03/2017

Franklin County Commissioners:

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

Action: As of this date, 05/03/2017 *[Signature]*

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: 00317789 - 00317940 \$280,602.91

<u>Fund Expenditures</u>	<u>Amount Issued</u>
CURRENT EXPENSE	\$135,783.14
AUDITOR O & M	\$3,344.96
ELECTION EQUIP REVOLVING	\$1,416.24
TREASURER O & M	\$73.64
CRIME VICTIMS WITNESS	\$2,753.78
BOATING SAFETY	\$276.80
JAIL COMMISSARY	\$5,184.10
ENHANCED 911	\$823.20
COUNTY ROADS	\$57,139.90
SOLID WASTE	\$75.15
VETERAN'S ASSISTANCE	\$1,783.00
ENDING HOMELESSNESS	\$8,786.88
AFFORDABLE HOUSING	\$747.56
TRAC OPERATIONS	\$22,382.56
FRANKLIN COUNTY RV PARK	\$9,294.68
MOTOR VEHICLE	\$13,105.46
In the amount of:	\$280,602.91

The motion was seconded by: *[Signature]*

And passed by a vote of: 3 to 0

Reviewed by the County Administrator: *[Signature]*

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

[Signature]
Vouchers Audited By:
Julie Jordan

Two pages of Fund Expenditure



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

05/03/2017

Franklin County Commissioners:

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

Action: As of this date, 05/03/2017 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: 00317828 - 00317940 \$280,602.91

Fund Expenditures	Amount Issued
FR CO UNEMPLOYMENT	\$16,492.66

In the amount of: \$280,602.91

The motion was seconded by: Brend Peck

And passed by a vote of: 3 to 1

Reviewed by the County Administrator: Scott Johnson

Matt Beaton

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

Julie Jordan

Vouchers Audited By:
Julie Jordan

- ❖ **Commissioner Peck moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of May 3, 2017 for payment of payroll totaling \$280,602.91. Commissioner Miller seconded and the motion was carried.**

Approval of Consent Agenda

1. Resolution 2017-119 Professional Services Contract with Christine Bennett for Services in Franklin County Superior Court
2. Resolution 2017-120 Letter to Baker Boyer National Bank Regarding New Waste Landfill - Post-Closure Trust



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

3. Resolution 2017-121 Awarding County Road Improvement 2017-04 Crack Sealing County Wide to Construction Ahead, Inc. dba Pavement Surface Control
4. Resolution 2017-122 Agreement with CGI Communications for Franklin County Marketing Video

❖ *Commissioner Peck moved to approve the Consent Agenda. Commissioner Miller seconded and the motion was carried.*

ADMINISTRATION OFFICE BUSINESS

- County Administrator Keith Johnson submitted information to the Board regarding the Juvenile Justice Center roof leaking. The roof is in serious need of repair and needs to be taken care of immediately. Mr. Johnson requested to bring a resolution back to the Board next week to address the necessary funding required to move forward with the needed repairs. The Commissioners agreed to have Mr. Johnson submit the documents which would enable the repair of the Juvenile Justice Center roof.

TRAC WORKSHOP

Commissioner Koch continued the meeting with the TRAC Workshop at 9:20 a.m.

Mr. Johnson explained that the reasoning for meeting at TRAC facility was to assess the facility to see what improvements would be in the best interest for the future of the TRAC. The tour was given by TRAC manager Tom French and he presented the Board with items which need to be addressed at this time as well as in the future.

Exhibit Hall

- New flooring will be going in soon
- Insulation on walls is falling down and needs to be replaced

Arena

- New temporary floor has been replaced
- Discussion of temporary floor in Arena and future options
- Insulation on walls is falling down and needs to be replaced



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

Outdoor Arena

- Discussion on possibilities of improving outdoor arena area
- Possibility of removing some horse barns to allow for additional space to improve on existing arena
- Potentially cover outdoor arena

Pavilion

- Currently used for Ice Hockey and is leased until 2018
- Equipment in facility is old and difficult to replace
- Discuss possibilities for the Pavilion once lease has ended

Softball Field Complex

- Currently leased to the City of Pasco

Six Acres Vacant Land

- Leased to Ben Franklin Transit for parking

Parking lot

- Repair/re-surface parking lot
- Lighting upgrade - possible LED energy efficient

The tour of the facilities was completed at 10:30 a.m. and a discussion of possible future prospects resumed.

Administrator Keith Johnson informed the Board that there is a Company that would like to purchase the naming rights of the TRAC. The process of this endeavor has yet to be determined. The Commissioners will review this item of business after more information has been gathered.

Mr. French is looking to outsource catering for the TRAC which would allow for different venues to take part in offering their services.

The TRAC is a great asset to the community. The Commissioners acknowledged the outstanding job Mr. French has done in making improvements to the facilities, as well as managing fiscal challenges.

The TRAC Mission Statement “to provide a clean well maintained facility that enhances our community and to provide world class service to our guest.”



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MAY 3, 2017**

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 11:00 a.m.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON



Robert Koch, Chair



Brad Peck, Chair Pro Tem

Rick Miller - Absent

Rick Miller, Member

ATTEST:



Erin Milham
Clerk to the Board