



BOARD OF COMMISSIONERS
FRANKLIN COUNTY
WASHINGTON

BRAD PECK
District 1

ROBERT KOCH
District 2

RICK MILLER
District 3

Keith Johnson
County Administrator

AGENDA
Regular Board Meeting
Tuesday, February 20, 2018

Franklin County Courthouse, Commissioners' Meeting Room
1016 North Fourth Avenue, Pasco, Washington

This is a preliminary agenda. Discussion items may be added, deleted or modified. Public hearings will not start earlier than the advertised time. Other agenda times are approximate and provided to aid in planning.

9:00 am **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

9:00 am – 9:25 am **Discussion of Training/Employee Meal Expenses**
Presented by Matt Beaton and Keith Johnson

9:25 am – 9:40 am **PUBLIC COMMENT**

9:40 am – 9:50 am **OFFICE BUSINESS**
1. Approval of Payroll Rosters
2. Approval of Warrant Registers
3. Approval of Consent Agenda

1. Resolution 2018-045 Approval of Premera Blue Cross Contract for 2018 Employee Dental Benefits
2. Resolution 2018-046 Approval of Premera Blue Cross Contract for 2018 Employee Medical Benefits
3. Resolution 2018-047 Final Approval for SUB 2015-02 Eagle Crest Development Phase 2
4. Resolution 2018-048 Hosted by Karpel Agreement between Franklin County Prosecutor's Office and Karpel Solutions
5. Resolution 2018-049 Authorizing Facilities to issue a Purchase Order to Lease a Konica-Minolta BIZHUB-C227 Copier
6. Resolution 2018-050 Professional Services Agreement with Bart Tomerlin to provide Legal Representation to Indigent Persons in Franklin County Superior Court for Felony Matters
7. Resolution 2018-051 Professional Services Agreement with Eric Scott to provide Legal Representation to Indigent Persons in Franklin County Superior Court for Legal Financial Obligations/ Child Support Contempt
8. Resolution 2018-052 Department of Human Services Grant Agreement #2018-HHAA-CAC with Benton Franklin Community Action Connections

9. January 23, 2018 Commissioners' Meeting Minutes

10. February 6, 2018 Commissioners' Meeting Minutes

9:50 am – 10:00 am ADMINISTRATION OFFICE BUSINESS

1. Office Business
Board of Equalization vacancy/ Certificate of Appreciation
2. Executive Session
RCW42.30.140 (4) Contract Negotiations
Kevin Wesley and Human Resources Director Carlee Nave

10:00 am – 10:10 am PUBLIC COMMENT

10:10 am ADJOURN



FRANKLIN COUNTY, WASHINGTON

BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
FEBRUARY 20, 2018

This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.

CALL TO ORDER

Commission Chairman Brad Peck 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 Brad Peck, Chair Pro Tem Rick Miller and Member Robert Koch

Staff Present: County Administrator Keith Johnson, Auditor Matt Beaton, Prosecuting Attorney Shawn Sant, Sheriff Jim Raymond, Treasurer Josie Koelzer, Chief Deputy Prosecuting Attorney Jennifer Johnson, Deputy Prosecuting Attorney Teresa Chen, Prosecuting Attorney's Office Administrative Assistant Kelly Schadler, Human Resources Director Carlee Nave, Public Works Director Matt Mahoney, Chief Deputy Treasurer Andrew Hicks, Chief Deputy Auditor Jeff A. Burckhard, Accounting Supervisor Tim Anderson, AHBL Personal Services Contractor Nicole Stickney, and Clerk of the Board Karin Milham

PLEDGE OF ALLEGIANCE

Commissioner Peck led the Pledge of Allegiance

DISCUSSION OF TRAINING/EMPLOYEE MEAL EXPENSES

Auditor Matt Beaton and County Administrator Keith Johnson presented the Board with an issue that arose from reimbursement of funds for training in the Prosecuting Attorney's office for meals provided during a training session. The Auditor concluded internally that it was not appropriate for public funds and thought it was time to clarify whether those expenses are consistent with policy and also get direction from the Board.

It was brought to the attention of the Board that the Public Works department has a clear and concise policy that addresses this type of issue. However, it is written as a Public Works policy and does not address other departments within the County. Since the County does not have a County-wide policy for training and meal expenses, the Prosecuting Attorney's office then is required to follow State guidelines, which they acknowledge they did.

Due to the fact that there is no County-wide policy for departments to adhere to, the Board recommended a policy be written to clarify on said topics concerning training and employee meal expenses.



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 20, 2018**

OFFICE BUSINESS

Approval of Fund Expenditure Warrants

02/13/2018

Franklin County Commissioners:

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

Action: As of this date, 02/13/2018 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: **00329687 - 00329871** **\$316,977.19**

Fund Expenditures	Amount Issued
CURRENT EXPENSE	\$135,853.90
COURTHOUSE FACILITATOR	\$1,370.00
JAIL COMMISSARY	\$108.00
COUNTY ROADS	\$113,407.40
SOLID WASTE	\$722.58
RENTAL CAR EXCISE TAX	\$7,000.00
VETERAN'S ASSISTANCE	\$5,008.38
ENDING HOMELESSNESS	\$9,485.00
TRAC OPERATIONS	\$13,117.79
FRANKLIN COUNTY RV PARK	\$7,988.90
MOTOR VEHICLE	\$9,655.22
CO ROAD UNEMPLOYMENT	\$13,260.02

In the amount of: **\$316,977.19**

The motion was seconded by: Peck

Approved per FC Resolution.

And passed by a vote of: 3 to 0

*Beck
Chair, B.C.*

Reviewed by the County Administrator: Beck

Maisey Stein

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

Voucher Audited By:
Maisey Stein

- ❖ **Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of February 13, 2018 for payment totaling \$316,260.02. Commissioner Miller seconded and the motion carried. (This warrant was signed by Chairman Commissioner Peck for the week of February 13, 2018 and was fully executed on February 20, 2018).**



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 20, 2018**

Approval of Fund Expenditure Warrants



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

2/20/2018

Franklin County Commissioners:

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

Action: As of this date, 2/20/2018

Move that the following warrants be approved for payment:

[Signature]

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

Warrants / Check Numbers:	00329958	-	00330138	\$432,117.26
EFT Check Numbers:	00000025	-	00000027	\$11,891.25
				\$444,008.51

<u>FUND Expenditures</u>	<u>AMOUNT ISSUED</u>
Current Expense	201,357.71
Auditor O & M	72.18
Crime Victims/Witness Assist	3,163.92
Jail Commissary	2,756.09
Dare Fund Sheriff	299.95
Enhanced 911	110,572.25
County Roads	17,283.92
Solid Waste	505.72
Law Library	8,176.77
Ending Homelessness Fund	995.24
TRAC Operations Fund	51,085.42
Franklin County RV Facility	7,549.66
Motor Vehicle/Public Works	39,189.68
In the amount of	444,008.51

The motion was seconded by *[Signature]*

And passed by a vote of 3 to 0

Reviewed by County Administrator *[Signature]*

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

[Signature]
Vouchers Audited By:
Maisey Stein

❖ **Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of February 20, 2018 for payment totaling \$444,008.51. Commissioner Miller seconded and the motion carried.**



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
FEBRUARY 20, 2018**

Salary Clearing and Emergency Management Payroll

February 20, 2018

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, February 20, 2018
move that the following warrants be approved for payment.

R. Koch

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00329938-00329953	\$ 13,147.88
Net EFT Payroll Checks	00010087-00010337	414,721.47
Deduction and Contribution Checks	00329922-00329937	290,045.10
	Total	\$ 717,914.45
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00010083-00010086	\$ 8,097.29
Deduction and Contribution Checks	00329954-00329957	5,477.32
	Total	\$ 13,574.61
	Grand Total All Payrolls	\$ 731,489.06

In the total amount of **\$731,489.06** (\$717,914.45 + \$13,574.61)

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

Wendy Beale
The attached payroll has been approved by Auditor or Deputy

Raul Ramirez
Payroll Prepared by Raul Ramirez

❖ **Commissioner Koch moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$731,489.06. Commissioner Miller seconded and the motion carried.**



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Approval of Consent Agenda

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

ADMINISTRATION BUSINESS

- County Administrator Keith Johnson thanked Curtis McGary for his service as a member of the Board of Equalization.
- Discussion on vacancies available within the TRAC Advisory Board and Board of Equalization.
- Discussion on TRAC Arena flooring proposal and items to negotiate with the contract.
- Discussion on improvements and possibilities for the outdoor arena.

RECESSED

Commissioner Peck called for a five minute recess at 10:54 a.m.



**FRANKLIN COUNTY, WASHINGTON
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RECONVENE

Commissioner Peck reconvened the Regular meeting at 11:00 a.m.

EXECUTIVE SESSION

RCW42.30.140 (4) Contract Negotiations

County Administrator Keith Johnson requested an Executive Session. Human Resources Director Carlee Nave, Deputy Prosecuting Attorney Teresa Chen and Kevin Wesley were invited to participate.

Commissioner Peck recessed into Executive Session at 11:00 a.m., for a discussion on Contract Negotiations. Executive Session was anticipated to last thirty minutes with no action expected.

RECONVENE

Commissioner Peck reconvened the Regular meeting at 11:30 a.m.

The Board of Commissioners directed the County Administrator and Human Resources staff to carefully research the merits of moving to a public process for negotiations with collective bargaining units that represent county employees and to take the steps necessary to prepare a recommended direction to the Board from which a formal action can be taken.

Mr. Johnson and Ms. Nave will report to the board the results of that research at a future meeting.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 11:34 a.m.

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



Brad Peck, Chair



Rick Miller, Chair Pro Tem



Robert Koch, Member

ATTEST:



Karin Milham
Clerk of the Board

Approved and signed 3-13-2018