



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, March 6, 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 advertized 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 – 9:05 am** **PROCLAMATION**
PUBLIC SERVICE RECOGNITION WEEK
- 9:05 am – 9:15 am** **GREATER BEHAVIORAL HEALTH**
Benton Franklin Human Services Director Kyle Sullivan
- 9:15am – 9:20 am** **STEP 7 HIRE OF CORRECTIONS MAINTENANCE TECH**
Presented by Human Resources Director Carlee Nave
- 9:20 am – 9:30 am** **2018 MISCELLANEOUS MATERIALS BIDS AWARD LETTERS**
Presented by County Engineer Craig Erdman and Public Works Director Matt Mahoney (Resolution 2018-59 upon approval)
- 9:30 am – 9:35 am** **PUBLIC COMMENT**
- 9:35 am – 9:40 am** **OFFICE BUSINESS**
1. Approval of Payroll Rosters
 2. Approval of Warrant Registers
 3. Approval of Consent Agenda
-
1. Resolution 2018-060 Memorandum of Understanding between Benton and Franklin Counties for At-Risk Youth Center
 2. Resolution 2018-061 Amending Professional Services Contract with Nicole Preszler
 3. Resolution 2018-062 Procurement of Superior Broom Equipment for the Public Works Department
 4. Resolution 2018-063 Personal Services Contract between Franklin County and Materials Testing and Inspection (MTI)

5. Resolution 2018-064 Intra-Budget Transfer of \$35,000 from Corrections Payroll Budget to Corrections Equip Detention Budget
6. Resolution 2018-065 Intra-Budget Transfer of \$25,000 from 2017 Current Expense Dispatch 101560.1000 to 101560 Repairs and Maintenance
7. Resolution 2018-066 A Lease Agreement for 3 Copiers between Pacific Office Automation and Benton Franklin Juvenile Justice Center
8. Resolution 2018-067 Presenting Ken Cox as Benton Franklin Workforce Development Council Board Member
9. Resolution 2018-068 Presenting Richard Bogert as Benton Franklin Workforce Development Council Board Member
10. Approval of February 20, 2018 Commissioners' Meeting Minutes

9:40 am – 9:45am ADMINISTRATION OFFICE BUSINESS

1. Office Business
 - a. TRAC Discussion (tentative)
2. Executive Session (if necessary)
RCW 42.30.110 (1) (g) evaluate qualifications of applicant for employment or review performance of public employee

9:45 am – 9:50 am PUBLIC COMMENT

9:50 am ADJOURN



FRANKLIN COUNTY, WASHINGTON BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES
MARCH 6, 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 and Member Robert Koch
Chair Pro Tem Rick Miller was away on County business and was excused.

Staff Present: County Administrator Keith Johnson, Sheriff Jim Raymond, Undersheriff Dan McCary, Chief Deputy Prosecutor Jennifer Johnson, County Engineer Craig Erdman, Human Resources Director Carlee Nave, Chief Deputy Treasurer Andrew Hicks and Clerk of the Board Karin Milham

PLEDGE OF ALLEGIANCE

Commissioner Peck led the Pledge of Allegiance

PROCLAMATION OF PUBLIC SERVICE RECOGNITION WEEK

The "Public Service Recognition Week" Proclamation was read aloud for the record by Commissioner Koch.

- ❖ *Commissioner Koch moved to approve the Public Service Recognition Week Proclamation May 6-12, 2018 for Franklin County. Commissioner Peck seconded and the motion carried.*

GREATER COLUMBIA BEHAVIORAL HEALTH UPDATE

Benton Franklin Human Services Director Kyle Sullivan gave the Board an update on the progress of moving forward with the 2020 integration as mid-adopters in 2019 with a year transition.

The State required several steps of action in order to start the process of becoming fully integrated by 2020. Behavioral Health Organization (BHO) received a letter stating the required steps were not completed by the specified time constraints. Therefore, the BHO was not eligible for the transition year and would only qualify as a mid-adopter at the end of 2018.

There are many unanswered questions regarding the process of how the 2020 integration will transpire between the State and the BHO.



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MARCH 6, 2018**

STEP 7 HIRE OF CORRECTIONS MAINTENANCE TECH

Human Resources Director Carlee Nave explained to the Board that the Corrections department has had a vacant Corrections Maintenance Technician position since 1/22/2017. While we have been actively recruiting and advertising over the course of the past year, it has proven challenging to find a candidate with the appropriate skills and background to fill the position.

The Sheriff has identified a candidate to fill the opening who is currently employed as a Corrections Corporal. The identified candidate has nearly 18 years of experience with Franklin County Corrections, and previous experience in electrical/HVAC repair as well as general carpentry.

Based on the candidate's qualifications and experience, as well as the difficulty in filling the position, the Sheriff is requesting to hire the candidate at Grade 13, Step 7.

- ❖ *Commissioner Koch moved to approve Step 7 hire of an existing County employee for Corrections Maintenance Tech. Commissioner Peck seconded and the motion carried.*

2018 MISCELLANEOUS MATERIALS BIDS AWARD LETTERS

County Engineer Craig Erdman presented Resolution 2018-59 2018 Miscellaneous Materials Bids Award Letters to the Board.

- ❖ *Commissioner Koch moved to approve Resolution 2018-59 2018 Miscellaneous Materials Bids Award Letters. Commissioner Peck seconded and the motion carried.*

Left Blank Intentionally



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MARCH 6, 2018**

OFFICE BUSINESS

Approval of Fund Expenditure Warrants

03/06/2018

Franklin County Commissioners:

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

Action: As of this date, 03/06/2018 *R. Koch*

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: **00330888 - 00331032** **\$695,926.59**

<u>Fund Expenditures</u>	<u>Amount Issued</u>
CURRENT EXPENSE	\$416,964.80
AUDITOR O & M	\$7,501.22
ELECTION EQUIP REVOLVING	\$165,211.58
CRIME VICTIMS WITNESS	\$9.77
JAIL COMMISSARY	\$11,243.87
ENHANCED 911	\$13,571.09
COUNTY ROADS	\$12,883.35
ENDING HOMELESSNESS	\$5,123.00
FRANKLIN COUNTY RV PARK	\$358.71
MOTOR VEHICLE	\$63,059.20

In the amount of: **\$695,926.59**

The motion was seconded by *R. Koch*

And passed by a vote of 2 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:
Malsey Stein

1016 North 4th Avenue, A208 | Pasco, WA 99301 | (509) 545-3502 | fax (509) 543-2995
www.co.franklin.wa.us/auditor

❖ *Commissioner Koch moved to approve Fund Expenditures audited and certified by the auditing officer for warrants prepared for the week of March 6, 2018 for*



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MARCH 6, 2018**

payment totaling \$695,926.59. Commissioner Peck seconded and the motion carried.

Salary Clearing and Emergency Management Payroll



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

March 6, 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, March 6, 2018 *Peck*
moves that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
Salary Clearing Payroll:		
Net Payroll Checks	00330831-00330852	\$ 12,387.05
Net EFT Payroll Checks	00010383-00010631	393,279.25
Deduction and Contribution Checks	00330869-00330887	537,083.77
	Total	\$ 942,750.07
Emergency Mgmt Payroll:		
Net EFT Payroll Checks	00010379-00010382	\$ 7,729.72
Deduction and Contribution Checks	00330853-00330868	11,531.04
	Total	\$ 19,260.76
	Grand Total All Payrolls	\$ 962,010.83

In the total amount of **\$962,010.83** (\$942,750.07 + \$19,260.76)

The motion was seconded by *Rand Peck* and passed by a vote of 2 to 0.

Matt Beaton
The attached payroll has been approved by Auditor or Deputy

Raul Ramirez
Payroll Prepared by Raul Ramirez

1016 North 4th Avenue*P.O. Box 1451*Pasco, WA 99301*(509) 545-3502*fax (509) 543-2995
www.co.franklin.wa.us



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MARCH 6, 2018**

- ❖ ***Commissioner Koch moved to approve Salary Clearing Payroll and Emergency Management Payroll totaling \$962,010.83. Commissioner Peck seconded and the motion carried.***

Approval of Consent Agenda

1. Resolution 2018-060 Memorandum of Understanding between Benton and Franklin Counties for At-Risk Youth Center
2. Resolution 2018-061 Amending Professional Services Contract with Nicole Preszler
3. Resolution 2018-062 Procurement of Superior Broom Equipment for the Public Works Department
4. Resolution 2018-063 Personal Services Contract between Franklin County and Materials Testing and Inspection (MTI)
5. Resolution 2018-064 Intra-Budget Transfer of \$35,000 from Corrections Payroll Budget to Corrections Equip Detention Budget
6. Resolution 2018-065 Intra-Budget Transfer of \$25,000 from 2017 Current Expense Dispatch 101560.1000 to 101560 Repairs and Maintenance
7. Resolution 2018-066 A Lease Agreement for 3 Copiers between Pacific Office Automation and Benton Franklin Juvenile Justice Center
8. Resolution 2018-067 Presenting Ken Cox as Benton Franklin Workforce Development Council Board Member
9. Resolution 2018-068 Presenting Richard Bogert as Benton Franklin Workforce Development Council Board Member
10. Approval of February 20, 2018 Commissioners' Meeting Minutes

- ❖ ***Commissioner Koch moved to approve the Consent Agenda items 1-10 with the removal of item #10. Commissioner Peck seconded with discussion. After brief discussion on item #5 Commissioner Koch moved to approve Consent Agenda items 1-10 with the removal of item #5 and #10. Commissioner Peck seconded and the motion carried.***

- ❖ ***Commissioner Koch moved to approve Resolution 2018-064 with revised language to read Inter-budget Transfer of \$35,000 from Current Expense Non-Departmental Contingency to Corrections Equip Detention Budget. Commissioner Peck seconded and the motion carried.***



**FRANKLIN COUNTY, WASHINGTON
BOARD OF COMMISSIONERS**

**REGULAR MEETING MINUTES
MARCH 6, 2018**

EXECUTIVE SESSION

RCW 42.30.110 (1)(g)

Commissioner Peck recessed into Executive Session at 9:55a.m., for discussion to evaluate qualifications of applicant for employment or review performance of public employee. The discussion was anticipated to last twenty minutes with no action expected. Human Resources Director Carlee Nave and Chief Deputy Prosecuting Attorney Jen Johnson were invited to participate in Executive Session. Clerk of the Board Karin Milham was excused.

RECONVENE

Commissioner Peck reconvened the Regular Meeting at 10:18 a.m. with no action taken.

ADJOURN

With no further business to bring before the Board, the meeting was adjourned at 10:29 a.m.

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

Handwritten signature of Brad Peck in blue ink.

Brad Peck, Chair

Handwritten signature of Rick Miller in blue ink.

Rick Miller, Chair Pro Tem

R.E. Koch - Absent

Robert Koch, Member

ATTEST:

Handwritten signature of Karin Milham in blue ink.
Clerk of the Board